

Applying for a Primary, Infant or Junior School



2020/2021

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Don't forget to apply by the closing date - **midnight 15 January 2020**

Data protection

We have a legal requirement to make sure you know what we intend to do with your information and who it will be shared with. In order to provide you with a school admissions service, there may be occasions when your information is shared with schools, and the Department of Education.

The details you provide on your form will also be shared with other council departments, including the Corporate Investigations Team. They will compare the details you provide against records held by the council, including council tax records, and those held by other organisations including credit reference agencies. They will check that the details provided match. Any applications identified that are deemed to be fraudulent or otherwise questionable will be investigated further.

We have a duty to:

- keep sufficient information to provide services and fulfil our legal responsibilities
- keep your records secure and accurate
- only keep your information as long as is required
- collect, store and use the information you provide in a manner that is compatible with the General Data Protection Regulation and the Data Protection Act 2018.

We will always try and keep your personal data secure, whether it is held on paper or electronically. Please see our Privacy Notice at leicester.gov.uk for more details



Contact information

If you need more information about the admissions process, please contact us using one of the methods shown below:

You may find the answer on our website:
leicester.gov.uk/admissions

By email at:
admissions-online@leicester.gov.uk

By telephone to our Customer Service Centre:
0116 454 1009 (option 1)

Telephone opening hours are:
8.30am – 5pm on Monday to Thursday
8.30am – 4.30pm every Friday

Visit our Customer Service Centre:
91 Granby Street
Leicester City Council
LE1 6FB

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Important dates to remember

From 12 September 2019

Application process begins

Online system opens for applications to be submitted.

Midnight 15 January 2020

Closing date for applications

Please ensure that you apply ahead of this date as leaving it until the last minute may mean you miss the closing date if there are any technical issues. If you miss the closing date, this will significantly reduce your chances of getting a place at the school you want.

10 February 2020

If you have missed the deadline we may still accept your application as on-time but only if there are good reasons for this and if it is submitted up to this date. See page 31 for more details.

March and April 2020

All on-time applications are processed

Offers of school places are sent out for all on-time applications

We will send you an email with your application outcome. We will also send offers letters by second class post.

Please be aware that some email providers may delay sending the messages to account holders – applicants will need to check with their own email service suppliers in this regards. Leicester City Council has no control over email delivery times once they have left our servers.

First round of late applications will be considered (applications received between 16 January and 16 April 2020).

Late applications, received after 17 April, and change of preference requests, will be considered after this date.

Children start at their new school.

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SECTION

1

Before applying for a school place

1 Visit the schools and have a look on their websites

Our schools will be happy to arrange for you to visit them and have a look around. Also visit the schools websites where you will find useful information about the school. Contact details and the website addresses for each school are shown on pages 12 - 23.

2 Read useful reports about the schools

You can find information on school performance at compare-school-performance.service.gov.uk/. To view the most recent Ofsted report for a school, please visit ofsted.gov.uk

3 Consider how many places are available at each school and who these are offered to

Each school has a limited number of places and this is known as the published admission number. This number takes into account how many pupils each school can accommodate and how many children in Leicester need a school place.

Read the admissions criteria for each school, shown on pages 36 - 56, to see the priority that applies to your child. This will give you an idea of how likely it is you will gain a place at a preferred school. Priority is usually given to those children that have one or more siblings at the preferred school or those that live in the catchment area for a school.

Please see page 24 - 27 for how places were allocated last year and the lowest admission criterion met.

4 Consider how your child will travel to and from school

It is your responsibility as a parent/ carer to get your child to school. You must think very carefully about the distance and how your child will travel to school. The majority of children are not eligible for free transport to school. The full home to school transport policy can be found on our website at leicester.gov.uk/admissions.

5 Do use all four of your preferences

Carefully consider four different schools to list on your application form. We will

always offer you the highest preferred school if you qualify for a place here.

If you only list one school, and you do not secure a place here, you may end up being offered a school much further away. We strongly recommend including your catchment area school as one your preferences as this is likely to be a nearby school and priority is usually given to catchment area children. Please see pages 36 - 56 for how priority is given for each school.

Details of your catchment area school can be found at leicester.gov.uk/admissions

6 If you feel your child is not ready to start school

By law, a child does not have to attend school full-time until the start of the term following their fifth birthday. Until this time, you can request a part time place or a place to start later in the year. There are also separate rules for summer born children and these are explained on page 30 in this booklet.

SECTION 2

Making an application

Make sure you read this section in full as it is very important. Even if you have been through the process before there are likely to be things that are different. It is essential that you make your application correctly, and on time, as this can significantly affect your chances of being offered a place at the school you are interested in.

It is important to get lots of information before deciding on your preferred schools and the order you would like to put them on your application. We will offer you the highest ranked school we can, so please make sure you like your first preference more than your second preference and your second preference more than your third.

Please remember that each of your preferences will be considered equally and separately. This means that some places may be allocated to lower preference applicants, whilst some first preferences are refused because they fall into a lower priority.

The below examples are intended to give an illustration on how the application process works and do not reflect the actual position of the school in any way.

An example application:

Usha lives in the catchment area of Abbey Primary. Her parents would most like for her to attend a school with a religious denomination – Christ the King Catholic Primary.

Usha's parents only state one preference as follows:

1. Christ the King Catholic Primary
2. No preference added
3. No preference added
4. No preference added

We are unable to offer a place at this school because all of the available places have been offered to children who meet a higher admission criterion. An alternative offer of a school place is made at Taylor Road Primary

which is much further away. We are unable to offer a place at their catchment school of Abbey Primary as all of the available places have been filled with applicants who stated this school as a preference.

An example application:

Faye lives in the catchment area of Fosse Primary. Her parents would most like for her to attend Parks Primary School as this is the school that both of her parents attended. Faye's parents state four preferences as follows:

1. Parks Primary School
2. Fosse Primary School
3. Dovetails Primary School
4. Slater Primary School

We are unable to offer a place at the highest preference of Parks Primary School as all the available places have been filled with children who meet a higher admission criterion.

The application meets a high enough admission criterion to qualify for a place at both Fosse Primary School and Dovetails Primary School. We offer a place at the second highest preference – Fosse Primary school as this is the most preferred school of the two. All lower preferences are then automatically withdrawn.

Applying online

Please visit our website at:

leicester.gov.uk/admisison

and select the option on the left - Starting school. Here you will find the link to the online application form along with helpful information.

You will need to provide an email address when you apply. If you need help with making an application, please see page 8.

Please note the following:

- You can apply online any time up to midnight on **15 January 2020**.
- You will receive an email once you have submitted your application. It is important to check carefully, including in any spam folders, that you have received this and that it confirms your application has been fully submitted. If your application is not fully submitted, it will be considered as late.
- You can make changes to your application right up the deadline, 15 January 2020, but if you make a change, you must remember to re-submit your application. If you do not fully submit your application, it will be considered as late.

Complete all questions asked

There will be questions about you and about the child needing the school place including details of any brothers or sisters already attending the school(s) you prefer. It will ask you to list your preferred schools in order of preference. It will also ask you about anything else relevant to the child and their application for a school place, such as any special educational needs or if they are a 'looked after' child.

Which council do I apply to?

You must apply through the local authority that you currently reside in, for example - Leicester City Council or Leicestershire County Council.

You can apply for any mainstream school including schools outside your local area for example, those in Leicestershire. We will send details of your application to that authority and they will let us know if they can offer a place. If transport to a further away school is likely to be an issue, you are carefully advised to consider how your child will get to school.

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Get help with your application

If you need help with making an application, please contact us on 0116 454 1009 (option 1) and we will do our best to assist you. Your child's current school may also provide help.

We are running three support sessions at the Customer Service Centre on Granby Street. You do not need to make an appointment and admissions staff will be on hand to make an application on your behalf.

Customer Services Centre

91 Granby Street, Leicester LE1 6FB

Wednesday
4 and 11 December
2019
9.30am until 1pm

Wednesday
8 January 2020
1pm until 4pm

You can make an application using a computer at one of our libraries, free of charge. To find your nearest library visit leicester.gov.uk/libraries.

The Choice Advice Service

The Choice Advice Service offers free impartial guidance, support and information to parents choosing a school for their child in Leicester.

They are also running a number of free support sessions across city primary schools to help parents apply for a school place. More details can be found on their website. This service cannot guarantee school places or influence the allocation process. However, they can guide you through the admissions process, and help you to make an application for a school place. They can also support you with the admission appeal process.

Contact details for Choice Advice Service

Website: www.choiceadvice.org.uk

Email: choiceadvice@valonline.org.uk

Telephone: 0116 257 4990



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How do I apply for a year 3 place for my child at a primary school?

As part of the junior transfer process, parents with children in year 2 at an infant school must apply for a year 3 place in a junior school.

If you want to move your child from an infant school to a primary school rather than a junior school you will need to follow the steps in the box below.

- 1) Apply online for a junior school place in the usual way and by the closing date. This will ensure that your child has a junior school place in case it is not possible to offer a place at the primary school you prefer.

If you do not apply through this process, then your child may lose out on your preferred junior school as there is no automatic transfer between schools. If you list a preference for a primary school on your junior application it will not be processed. If the infant school your child attends is linked to a junior school and you do not wish for your child to go there you can name other junior schools when completing the junior transfer application.

Information on linked schools can be found on page 38. Parents can express a preference for up to four junior schools.

- 2) In April 2020 you will receive the response to your junior school application.
- 3) During June 2020, you can make an online 'In-Year' application for a primary school place.
- 4) We will then check whether it is possible to offer your child a place at the primary school you prefer.

If we can offer a place at the primary school, we will do so, and take away the junior school place. You will receive a decision before the end of the summer term.

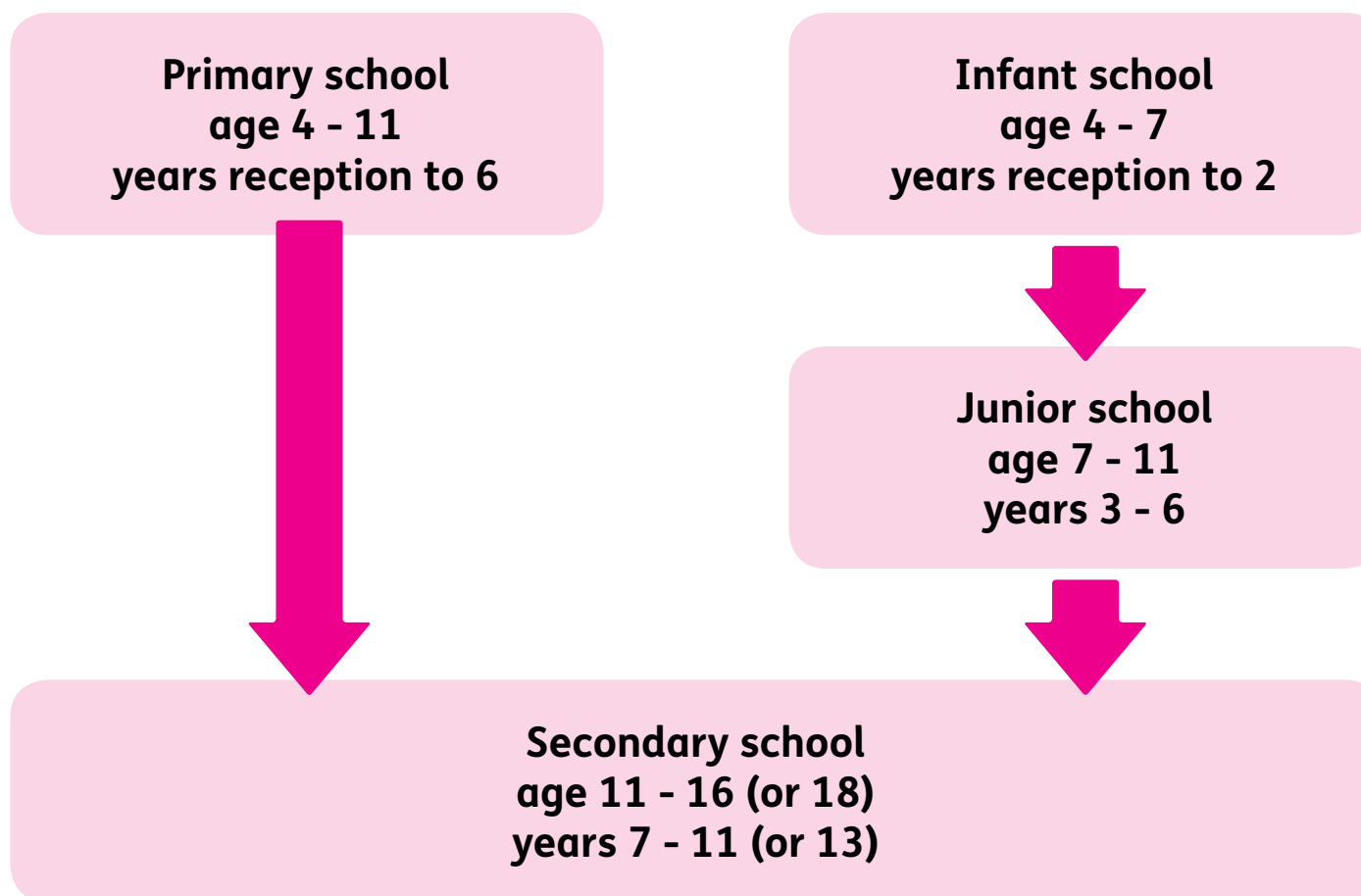


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Different types of primary, infant and junior schools in Leicester

If you live in Leicester city, we will process your application for any school, even if the school is outside of Leicester city.

Your child may start their education at either a primary or infant school. They will then progress through the tiers shown.



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We have five different types of Leicester primary, infant and junior schools:

- Community schools
- Voluntary controlled schools
- Voluntary aided schools
- Academies
- Free schools

Each school has a limited number of places and this is known as the published admission number (PAN). The PAN for each school is shown on pages 12 to 23.

Community and voluntary controlled primary schools

Community schools are run by the local authority, which employs school staff, owns the land and buildings, and sets the entrance criteria (such as catchment area) that decide which children are eligible for a place. Voluntary-controlled schools are a cross between community and voluntary-aided schools. The local authority employs the staff and sets the entrance criteria, like a community school, but the school land and buildings are owned by a charity, often a church, which also appoints some members of the governing body.

Voluntary aided schools

Voluntary-aided schools are religious or faith schools. The governing body employs the staff and sets the entrance criteria. School buildings and land are usually owned by a charity, often a church.

Academies

Academies are independently managed schools set up by sponsors from business, faith or voluntary groups in partnership with the local authority and the Department of Education.

Free schools

Free schools are funded by the government but aren't run by the local council. They have more control over how they do things. They're 'all-ability' schools, so can't use academic selection processes like a grammar school.

Academies and free schools can:

- set their own pay and conditions for staff
- change the length of school terms and the school day

They don't have to follow the national curriculum.

Details of our schools as at August 2019

For details on the lowest admissions criterion we met last year for schools within Leicester city, please see pages 24 - 27.

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Abbey Mead Primary Academy (Formerly Abbey Primary Community School) Academy (boys and girls) Interim Headteacher: Mr G Aldred Address: 109 Ross Walk, Leicester, LE4 5HH	90	3-11	Tel: 0116 266 1809 Email: office@abbey.leicester.sch.uk Web: abbey.leicester.sch.uk	See page 38	Yes
Alderman Richard Hallam Primary School Community school (boys and girls) Headteacher: Miss A Kedzior Address: Avebury Avenue, Leicester, LE4 0FQ	120	3-11	Tel: 0116 262 4003 Email: office@aldermanrichardhallam.leicester.sch.uk Web: arhprimary.co.uk	See page 38	No
Avenue Primary School Community school (boys and girls) Headteacher: Ms L Underwood Address: Avenue Road Extension, Leicester, LE2 3EJ	75	3-11	Tel: 0116 270 8326 Email: office@avenue.leicester.sch.uk Web: avenue.leicester.sch.uk	See page 38	No
Barley Croft Primary School Community school (boys and girls) Headteacher: Mr K Lacey Address: Malham Close, Leicester, LE4 0UT	45	3-11	Tel: 0116 235 9008 Email: office@barleycroft.leicester.sch.uk Web: barleycroft.leicester.sch.uk	See page 38	Yes
Beaumont Lodge Primary School Community school (boys and girls) Headteacher: Ms D Solla Address: Astill Lodge Road, Leicester, LE4 1DT	30	3-11	Tel: 0116 236 6925 Email: office@beaumontlodge.leicester.sch.uk Web: beaumontlodgeprimary.co.uk	See page 38	Yes
Belgrave St Peter's C of E Primary School Voluntary aided school (boys and girls) Headteacher: Mrs V Kenney Address: Thurcaston Road, Leicester LE4 5PG	30	3-11	Tel: 0116 266 5790 Email: admin@belgrave.leicester.sch.uk Web: belgraveceprimary.co.uk	See page 42	Yes
Braunstone Community Primary School Academy (boys and girls) Headteacher: Mr H Tamgumus Address: Cort Crescent, Leicester LE3 1QH	60	3-11	Tel: 0116 285 8130 Email: office@dsatbraunstone.org Web: braunstone.leicester.sch.uk	See page 43	No

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Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Braunstone Frith Primary School Community school (boys and girls) Headteacher: Mrs A Smith Address: Cuffling Drive, Leicester, LE3 6NF	90	3-11	Tel: 0116 287 2487 Email: office@braunstonefrith.leicester.sch.uk Web: braunstonefrith.org.uk	See page 38	No
Bridge Junior School Community school (boys and girls) Headteacher: Mr P Driver Address: Mere Close, off Mere Road, Leicester LE5 3HH	90	7-11	Tel: 0116 253 6092 Email: office@bridge.leicester.sch.uk Web: bridge.leicester.sch.uk	See page 38	No
Buswells Lodge Primary School Community school (boys and girls) Headteacher: Mr S Fewster Address: Beauville Drive, Leicester LE4 0PT	60	3-11	Tel: 0116 235 2129 Email: office@buswellslodge.leicester.sch.uk Web: buswellslodge.leicester.sch.uk	See page 38	No
Caldecote Community Primary School Community school (boys and girls) Headteacher: Mr M Alcock Address: 164 Hallam Crescent East, Leicester LE3 1FF	90	3-11	Tel: 0116 282 4482 Email: office@caldecote.leicester.sch.uk Web: caldecote.leicester.sch.uk	See page 38	No
Catherine Infant School Community school (boys and girls) Headteacher: Mrs J Harrold Address: Ulverscroft Road, Leicester LE4 6BY	110	3-7	Tel: 0116 262 5422 Email: admin@catherine-inf.leicester.sch.uk Web: catherine-inf.leicester.sch.uk	See page 38	No
Catherine Junior School Community school (boys and girls) Headteacher: Ms Jennie Nurse Address: Brandon Street, Leicester LE4 6AZ	120	7-11	Tel: 0116 262 5896 Email: office@catherine-jun.leicester.sch.uk Web: catherine-jun.leicester.sch.uk	See page 38	No
Charnwood Primary School Community school (boys and girls) Headteacher: Ms N Jassat Address: Needham Street, Leicester LE2 0HE	60	3-11	Tel: 0116 251 6574 Email: office@charnwood.leicester.sch.uk Web: charnwood.leicester.sch.uk	See page 38	No

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Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Christ the King Catholic Primary School Academy (boys and girls) Headteacher: Mrs A Carter Address: Glenfield Road, Leicester LE3 6DF	90	4-11	Tel: 0116 285 7261 Email: office@ctk.leicester.sch.uk Web: ctkleicester.co.uk	See page 44	Yes
Coleman Primary School Community school (boys and girls) Headteacher: Mr N Bruen Address: Gwendolen Road, Leicester LE5 5FS	90	3-11	Tel: 0116 249 0109 Email: office@coleman.leicester.sch.uk Web: colemanprimary.co.uk	See page 38	N
Dovelands Primary School Community school (boys and girls) Headteacher: Ms S McAdam Address: Hinckley Road, Leicester, LE3 0TJ	75	3-11	Tel: 0116 285 7716 Email: office@dovelands.leicester.sch.uk Web: dovelands.leicester.sch.uk	See page 38	Yes
Evington Valley Primary School Community school (boys and girls) Headteacher: Mrs J Griffin Address: Evington Valley Road, Leicester LE5 5LL	45	3-11	Tel: 0116 273 6971 Email: office@evingtonvalley.leicester.sch.uk Web: evingtonvalley.leicester.sch.uk	See page 38	Yes
Eyres Monsell Primary School Community school (boys and girls) Headteacher: Ms K Hill Address: Simmins Crescent, Leicester LE2 9AH	60	3-11	Tel: 0116 277 3855 Email: admin@eyresmonsell.leicester.sch.uk Web: eyresmonsell.leicester.sch.uk	See page 38	No
Falcons Primary School Free School (boys and girls) Headteacher: Mrs J Mann Address: George Hine House, Gypsy Lane, Leicester LE5 0TA	60	4-11	Tel: 0116 451 0050 Email: office@falconsprimary.org Web: falconsprimary.org	See page 45	No
Folville Junior School Community school (boys and girls) Headteacher: Mr B Wells Address: Folville Rise, Leicester, LE3 1EE	90	7-10	Tel: 0116 282 4368 Email: office@folville.leicester.sch.uk Web: folville.leicester.sch.uk	See page 39	No

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Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Forest Lodge Academy Academy (boys and girls) Headteacher: Mrs C Caldwell Address: Charnor Road, Leicester, LE3 6LH	90	3-11	Tel: 0116 287 1220 Email: office@forestlodge.leicester.sch.uk Web: forestlodge.leicester.sch.uk	See page 38	Yes
Fosse Primary School Community school (boys and girls) Headteacher: Mr R Stone Address: Balfour Street, Leicester, LE3 5EA	60	3-11	Tel: 0116 251 9261 Email: office@fosse-pri.leicester.sch.uk Web: fosse-pri.leicester.sch.uk	See page 38	No
Glebelands Primary School Community school (boys and girls) Headteacher: Mr L Lee Address: Chancel Road, Leicester, LE4 2WF	45	3-11	Tel: 0116 234 0010 Email: office@glebelands.leicester.sch.uk Web: glebelands.leicester.sch.uk	See page 38	Yes
Granby Primary School Community school (boys and girls) Headteacher: Mr D Cross Address: Granby Road, Leicester, LE2 8LP	60	3-11	Tel: 0116 229 8160 Email: info@granby.leicester.sch.uk Web: granby.leicester.sch.uk	See page 38	Yes
Green Lane Infant School Academy (boys and girls) Headteacher: Mrs T Lower Address: Spinney Hill Road, Leicester, LE5 3GG	90	3-7	Tel: 0116 262 7050 Email: office@greenlane.leicester.sch.uk Web: greenlaneinfantschool.co.uk	See page 38	Yes
Hazel Community Primary School Community school (boys and girls) Headteacher: Mr E Rowe Address: Hazel Street, Leicester, LE2 7JN	60	4-11	Tel: 0116 233 8411 Email: office@hazel.leicester.sch.uk Web: hazel.leicester.sch.uk	See page 38	No
Heatherbrook Primary Academy Academy (boys and girls) Headteacher: Miss J Mitchell Address: Astill Lodge Road, Leicester, LE4 1BE	30	4-11	Tel: 0116 235 7721 Email: office@heatherbrook.leicester.sch.uk Web: heatherbrook.co.uk	See page 38	No

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Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Herrick Primary School Community school (boys and girls) Headteacher: Mr U Patel Address: Lockerbie Avenue, Leicester, LE4 7NJ	60	3-11	Tel: 0116 266 5656 Email: office@herrick.leicester.sch.uk Web: herrick.leicester.sch.uk	See page 38	No
Highfields Primary School Academy (boys and girls) Headteacher: Mrs J Ridgewell Address: Pluto Close, Leicester, LE2 0UU	45	3-11	Tel: 0116 253 1382 Email: office@highfields-pri.leicester.sch.uk Web: highfields-pri.leicester.sch.uk	See page 38	No
Holy Cross Catholic School, A Voluntary Academy Voluntary aided Academy (boys and girls) Headteacher: Ms G Neill Address: Stonesby Avenue, Leicester, LE2 6TY	30	3-11	Tel: 0116 283 3135 Email: office@holycross.leicester.sch.uk Web: holycross.leicester.sch.uk	See page 46	Yes
Hope Hamilton CE (Aided) Primary School Academy (boys and girls) Headteacher: Mrs J Farnell Address: Sandhills Avenue, North Hamilton, Leicester, LE5 1LU	60	3-11	Tel: 0116 276 6121 Email: admin@hopehamilton.leicester.sch.uk Web: hopehamilton.leicester.sch.uk	See page 47	Yes
Humberstone Infant Academy Academy (boys and girls) Exec Headteacher: Miss A Williams Head of School: Mrs S Richardson Address: Main Street, Humberstone, Leicester, LE5 1AE	90	3-7	Tel: 0116 276 7648 Email: office@humberstoneinfantacademy.co.uk Web: humberstone-inf.leicester.sch.uk	See page 38	No
Humberstone Junior Academy Academy (boys and girls) Exec Headteacher: Miss A Williams Head of School: Ms I Sultana Address: Main Street, Humberstone, Leicester, LE5 1AE	90	7-11	Tel: 0116 276 7248 Email: office@humberstoneacademy.co.uk Web: humberstonejunioracademy.co.uk	See page 39	Yes
Imperial Avenue Infant School Community school (boys and girls) Headteacher: Ms L Smith Address: Imperial Avenue, Leicester, LE3 1AH	90	3-7	Tel: 0116 282 4503 Email: office@imperialavenue.leicester.sch.uk Web: imperialavenue.leicester.sch.uk	See page 38	Yes

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Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Inglehurst Infant School Community school (boys and girls) Headteacher: Miss K Parsons Address: Ingle Street, Leicester, LE3 9FS	75	3-7	Tel: 0116 262 2479 Email: office@inglehurst-inf.leicester.sch.uk Web: inglehurstinfants.org.uk	See page 38	No
Inglehurst Junior School Community school (boys and girls) Headteacher: Mrs S Downes Address: Ingle Street, Leicester, LE3 9FS	75	7-11	Tel: 0116 262 4598 Email: office@inglehurst-jun.leicester.sch.uk Web: inglehurst-jun.leicester.sch.uk	See page 39	Yes
Kestrel Mead Primary Academy (Formerly Kestrels' Field Primary School) Academy (boys and girls) Headteacher: Ms Z Simpson Address: Maidenwell Avenue, Hamilton, Leicester, LE5 1TG	120	3-11	Tel: 0116 246 1732 Email: office@kestrel-tmet.uk Web: kestrel.tmet.uk	See page 38	No
King Richard III Infant and Nursery School Community school (boys and girls) Headteacher: Ms S L Harrison Address: Andrewes Street, Leicester, LE3 5PA	60	3-7	Tel: 0116 262 1905 Email: office@kingrichards.leicester.sch.uk Web: kingrichards.leicester.sch.uk	See page 38	Yes
Knighton Mead Primary Academy (formerly Knighton Fields Primary Academy) Academy (boys and girls) Acting Principal: Miss J Slinger Address: Knighton Fields Road West, Leicester, LE2 6LG	30	3-11	Tel: 0116 233 0666 Email: office@knighton-tmet.uk Web: knighton-tmet.uk	See page 38	Yes
Krishna Avanti Primary School Free School (boys and girls) Headteacher: Mr D Kite Address: Spencefield Lane, Leicester, LE5 6HN	60	4-11	Tel: 0116 241 9880 Email: kapsleicester@avanti.org.uk Web: kapsleicester.org.uk	See page 48	No
Linden Primary School Community school (boys and girls) Headteacher: Mr Z Mohamed Address: Headland Road, Leicester, LE5 6AD	60	3-11	Tel: 0116 273 8435 Email: office@linden.leicester.sch.uk Web: linden.leicester.sch.uk	See page 38	No

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Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Marriott Primary School Community school (boys and girls) Headteacher: Mrs S Crichton Address: Broughton Road, Leicester, LE2 6NE	60	3-11	Tel: 0116 283 2433 Email: admin@marriott.leicester.sch.uk Web: marriott.leicester.sch.uk	See page 38	No
Mayflower Primary School Community school (boys and girls) Headteacher: Mr L Whitney Address: Evington Drive, Leicester, LE5 5PH	60	3-11	Tel: 0116 273 7504 Email: office@mayflower.leicester.sch.uk Web: mayflower.leicester.sch.uk	See page 38	Yes
Medway Community Primary School Community school (boys and girls) Headteacher: Mr S Williams Address: St Stephen's Road, Leicester, LE2 1GH	60	3-11	Tel: 0116 254 4811 Email: office@medway.leicester.sch.uk Web: medway.leicester.sch.uk	See page 38	Yes
Mellor Community Primary School Community school (boys and girls) Headteacher: Ms N Foster Address: Checketts Road, Leicester, LE4 5EQ	90	3-11	Tel: 0116 294 6099 Email: office@mellor.leicester.sch.uk Web: mellor.leicester.sch.uk	See page 38	No
Merrydale Infant School Community school (boys and girls) Headteacher: Mr M Tipple-Johnson Address: Claydon Road, Leicester, LE5 0PL	90	3-7	Tel: 0116 276 7593 Email: office@merrydale-inf.leicester.sch.uk Web: merrydale-inf.leicester.sch.uk	See page 38	Yes
Merrydale Junior School Academy (boys and girls) Headteacher: Mrs C Mugglestone Address: Claydon Road, Leicester, LE5 0PL	90	7-11	Tel: 0116 276 7708 Email: office@merrydale-jun.leicester.sch.uk Web: merrydalejuniors.com	See page 49	Yes
Montrose Primary School Community school (boys and girls) Headteacher: Mr A Owens Address: Wigston Lane, Leicester, LE2 8TN	60	3-11	Tel: 0116 283 2328 Email: office@montrose.leicester.sch.uk Web: montrose.leicester.sch.uk	See page 38	Yes

Don't forget to apply by the closing date - **midnight 15 January 2020**

Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Mowmacre Hill Primary School Academy (boys and girls) Headteacher: Mr M Peet Address: Tedworth Green, Leicester, LE4 2NG	60	3-11	Tel: 0116 235 6350 Email: office@dsatmowmacrehill.org Web: mowmacrehillprimaryschool.co.uk	See page 50	No
North Mead Primary Academy (formerly Northfield House Primary Academy) Academy (boys and girls) Headteacher: Ms A Curran Address: Northfield Road, Leicester, LE4 9DL	60	3-11	Tel: 0116 276 7761 Email: office@northfield-tmet.uk Web: northfield-tmet.uk	See page 38	No
Overdale Infant School Academy (boys and girls) Headteacher: Mrs K Stuart Address: Eastcourt Road, Leicester, LE2 3YA	90	4-7	Tel: 0116 288 2724 Email: admin@overdale-inf.leicester.sch.uk Web: overdale-inf.leicester.sch.uk	See page 38	No
Overdale Junior School Academy (boys and girls) Headteacher: Mrs J Hart Address: Eastcourt Road, Leicester, LE2 3YA	90	7-11	Tel: 0116 288 3736 Email: admin@overdale-jun.leicester.sch.uk Web: overdale-jun.leicester.sch.uk	See page 39	No
Parks Primary School Community school (boys and girls) Headteacher: Ms C Evans Address: New Parks Crescent, Leicester, LE3 9NZ	60	3-11	Tel: 0116 287 2414 Email: office@parks.leicester.sch.uk Web: parksprimary.org.uk	See page 38	No
Queensmead Primary Academy Academy (boys and girls) Principal: Mrs L Latham Address: Winstanley Drive, Leicester, LE3 1PF	60	3-11	Tel: 0116 285 8518 Email: admin@queensmeadacademy.org Web: queensmeadacademy.org	See page 51	No
Rolleston Primary School Community school (boys and girls) Headteacher: Mr D Toon Address: Hillsborough Road, Leicester, LE2 9PT	60	3-11	Tel: 0116 278 2300 Email: office@rolleston.leicester.sch.uk Web: rolleston.leicester.sch.uk	See page 38	No

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Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Rowlatts Mead Primary Academy (formerly Rowlatts Hill Primary Academy) Academy (boys and girls) Headteacher: Mrs J Virk Address: Balderstone Close, Leicester, LE5 4ES	45	3-11	Tel: 0116 276 8812 Email: office@rowlatts-tmet.uk Web: rowlatts-tmet.uk	See page 38	Yes
Rushey Mead Primary School Community school (boys and girls) Headteacher: Mrs D Bailey Address: Gipsy Lane, Leicester, LE4 6RB	90	3-11	Tel: 0116 266 1114 Email: office@rusheymead-pri.leicester.sch.uk Web: rusheymead-pri.co.uk	See page 38	No
Sacred Heart Catholic Voluntary Academy Academy (boys and girls) Headteacher: Mrs K Hayles Address: Mere Close, Leicester, LE5 3HH	60	3-11	Tel: 0116 262 4418 Email: office@sacredheart.leicester.sch.uk Web: sacredheart.leicester.sch.uk	See page 52	Yes
Sandfield Close Primary School Community school (boys and girls) Headteacher: Mrs A Dhillon Address: Sandfield Close, Leicester LE4 7RE	60	4-11	Tel: 0116 266 0333 Email: office@sandfieldclose.leicester.sch.uk Web: sandfieldclose.leicester.sch.uk	See page 38	No
Scraptoft Valley Primary School Community school (boys and girls) Headteacher: Miss L Craig Address: New Romney Crescent, Leicester, LE5 1NH	60	3-11	Tel: 0116 241 3444 Email: admin@scraptoftvalley.leicester.sch.uk Web: scraptoftvalley.leicester.sch.uk	See page 38	No
Shaftesbury Junior School Community school (boys and girls) Headteacher: Mr K Stewart Address: Latimer Street, Leicester, LE3 0QE	60	7-11	Tel: 0116 254 9203 Email: office@shaftesbury.leicester.sch.uk Web: shaftesbury.leicester.sch.uk	See page 39	Yes
Shenton Primary School Community school (boys and girls) Headteacher: Ms G Patel Address: Dunlin Road, Leicester, LE5 3FP	60	3-11	Tel: 0116 262 8778 Email: office@shenton.leicester.sch.uk Web: shenton.leicester.sch.uk	See page 38	Yes

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Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Slater Primary School Community school (boys and girls) Headteacher: Ms C Henderson Address: Slater Street, Leicester, LE3 5AS	30	3-11	Tel: 0116 262 4587 Email: office@slater.leicester.sch.uk Web: slater.leicester.sch.uk	See page 38	No
Sparkenhoe Community Primary School Academy (boys and girls) Headteacher: Miss R Jones Address: Saxby Street, Leicester, LE2 ONE	60	3-11	Tel: 0116 251 2686 Email: office@sparkenhoe.leicester.sch.uk Web: sparkenhoe.leicester.sch.uk	See page 38	Yes
Spinney Hill Primary School & Community Centre Community school (boys and girls) Headteacher: Ms C Stretton Address: Ventnor Street, Leicester, LE5 5EZ	90	3-11	Tel: 0116 2737047 Email: office@spinneyhill.leicester.sch.uk Web: spinneyhill.leicester.sch.uk	See page 38	Yes
St Barnabas C of E Primary School Voluntary controlled school (boys and girls) Headteacher: Mr P Davies Address: St Barnabas Road, Leicester, LE5 4BD	45	3-11	Tel: 0116 276 7612 Email: admin@st-barnabas.leicester.sch.uk Web: st-barnabas.leicester.sch.uk	See page 38	Yes
St John the Baptist C of E Primary School Voluntary aided Academy (boys and girls) Headteacher: Mrs Trudie Colotto Address: East Avenue, Leicester, LE2 1TE	90	4-11	Tel: 0116 270 9932 Email: office@st-john.leicester.sch.uk Web: st-john.leicester.sch.uk	See page 53	No
St Joseph's Catholic Voluntary Academy Academy (boys and girls) Headteacher: Mrs A Leslie Address: Armadale Drive, Leicester, LE5 1HF	40	3-11	Tel: 0116 241 6197 Email: office@st-josephs.leicester.sch.uk Web: st-josephs.leicester.sch.uk	See page 54	No
St Mary's Fields Primary School Community school (boys and girls) Headteacher: Ms R Dulieu Address: 21 Compton Road, Leicester, LE3 2DH	60	3-11	Tel: 0116 282 4623 Email: office@st-marysfields.leicester.sch.uk Web: st-marysfields.leicester.sch.uk	See page 38	No

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Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
St Patrick's Catholic Voluntary Academy Academy (boys and girls) Headteacher: Mrs C Lynch Address: Harrison Road, Leicester, LE4 6QN	30	3-11	Tel: 0116 266 1149 Email: school.office@st-patricks.leicester.sch.uk Web: st-patricks.leicester.sch.uk	See page 55	Yes
St Thomas More Catholic Voluntary Academy Academy (boys and girls) Headteacher: Ms C Crosse Address: Newstead Road, Leicester, LE2 3TA	40	4-11	Tel: 0116 270 6365 Email: office@st-thomasmore.leicester.sch.uk Web: thomasmoreprimary.org.uk	See page 56	Yes
Stokes Wood Primary School Community school (boys and girls) Headteacher: Mrs J Gadsby Address: Blackett Avenue, Leicester, LE3 9BX	60	3-11	Tel: 0116 287 5305 Email: office@stokeswood.leicester.sch.uk Web: stokeswood.leicester.sch.uk	See page 38	No
Taylor Road Primary School Community school (boys and girls) Headteacher: Mrs A Grant-Thomas Address: Taylor Road, Leicester, LE1 2JP	90	3-11	Tel: 0116 262 4597 Fax: 0116 262 1562 Email: office@taylor.leicester.sch.uk Web: taylorroadprimary.co.uk	See page 38	Yes
Thurnby Mead Primary Academy (formerly Thurnby Lodge Primary Academy) Academy (boys and girls) Headteacher: Mrs Adediran Address: Dudley Avenue, Leicester, LE5 2EG	30	3-11	Tel: 0116 241 3086 Email: office@thurnby-tmet.uk Web: thurnby-tmet.uk	See page 38	No
Tudor Grange Samworth Academy, a CofE School Academy (boys and girls) Principal: Mr A Wilkinson Address: Trenant Road, Leicester, LE2 6UA	60	3-11	Tel: 0116 278 0232 Email: office@tseacademy.org Web: samworth.tgacademy.org.uk	See page 57	No
Uplands Infant School Academy (boys and girls) Headteacher: Mrs M Orton Address: Melbourne Road, Leicester, LE2 0DR	120	3-7	Tel: 0116 262 5280 Email: office@uplands-inf.leicester.sch.uk Web: uplandsinfant.org.uk	See page 38	No

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Details of our schools as at August 2019

School name	Published admission number (PAN)	Age range	Contact details	Admission arrangements	Oversubscribed for 2019 entry
Uplands Junior L.E.A.D. Academy Academy (boys and girls) Headteacher: Mr D Bullock Address: Melbourne Road, Leicester, LE2 0DR	120	7-10	Tel: 0116 253 8407 Email: office@uplandsacademy.co.uk Web: uplands-jun.leicester.sch.uk	See page 39	No
Whitehall Primary School Community school (boys and girls) Headteacher: Mrs A Boychuk Address: Whitehall Road, Leicester, LE5 6GJ	90	3-10	Tel: 0116 241 3087 Email: office@whitehall.leicester.sch.uk Web: whitehallprimary.co.uk	See page 38	Yes
Willowbrook Mead Primary Academy (formerly Willowbrook Primary Academy) Academy (boys and girls) Principal: Mrs M Collins Address: Roborough Green, Leicester, LE5 2NA	60	3-10	Tel: 0116 241 3756 Email: office@willowbrook-tmet.uk Web: willowbrook-tmet.uk	See page 38	Yes
Wolsey House Primary School Community school (boys and girls) Headteacher: Mrs H King Address: Beaumont Leys lane, Leicester, LE4 2BB	90	3-10	Tel: 0116 266 7566 Email: office@wolseyhouse.leicester.sch.uk Web: wolseyhouse.leicester.sch.uk	See page 38	Yes
Woodstock Primary Academy Academy (boys and girls) Interim Principal: Mr D Edwards Address: Hattern Avenue, Leicester, LE4 2GZ	60	3-10	Tel: 0116 235 5825 Email: office@woodstock.leicester.sch.uk Web: woodstockprimary.org.uk	See page 38	No
Wyvern Primary School Community school (boys and girls) Headteacher: Ms D Sedgwick Address: Wyvern Avenue, Leicester, LE4 7HH	60	3-10	Tel: 0116 266 1408 Email: info@wyvern.leicester.sch.uk Web: wyvern.leicester.sch.uk	See page 38	No

Don't forget to apply by the closing date - **midnight 15 January 2020**

Breakdown of how places were allocated for Leicester City schools at 16 April 2019				Number of places allocated against the published admissions criterion									
School	Total preferences (1, 2, or 3)	Published admission number (PAN)	Children who have a statement of SEN or an EHC plan	Children in the care of a local authority or who were previously in the care of a local authority	Children who are the subject of child protection plans	Children of parents/ carers fleeing domestic violence	Children whose home address is in the catchment area of the infant or primary school with a sibling at the school	Children whose home address is outside the catchment area of the infant or primary school with a sibling at the school	Children whose home address is in the catchment area of the infant or primary school	Children whose home address is outside the catchment area of the infant or primary school and who have requested a place	Distance from school of last place allocated to on-time applications (for over-subscribed schools)	Children allocated Alt Offer (Pref 10)	Number of places allocated at 16 April
Abbey Primary Community School	162	90	0	0	0	0	19	20	47	4	0.209	0	90
Alderman Richard Hallam Primary School	151	120	0	0	0	0	36	21	44	19	1.754	0	120
Avenue Primary School	119	75	0	1	0	0	24	8	22	10	n/a	3	68
Barley Croft Primary School	83	45	1	1	0	0	14	7	18	4	0.099	0	45
Beaumont Lodge Primary School	63	30	0	0	0	0	3	13	8	6	0.607	0	30
Belgrave St Peter's CofE Primary School	45	30	Please refer to the school's website for details of how places were allocated.										30
Braunstone Community Primary School	59	60	0	0	0	0	22	6	19	5	n/a	0	52
Braunstone Frith Primary School	84	90	0	0	0	0	41	6	30	6	n/a	1	84
Buswells Lodge Primary School	65	60	0	0	0	0	19	8	19	8	n/a	5	59
Caldecote Community Primary School	82	90	0	0	0	0	10	14	18	14	n/a	1	57
Catherine Infant School	117	120	0	0	0	0	22	6	44	17	n/a	3	92
Charnwood Primary School	81	60	0	1	0	0	10	9	12	13	n/a	1	46
Christ the King Catholic Primary School	199	90	Please refer to the school's website for details of how places were allocated.										90
Coleman Primary School	101	90	0	0	0	0	14	19	26	13	n/a	0	72
Dovelands Primary School	174	75	0	0	0	0	13	8	25	29	0.728	0	75
Evington Valley Primary School	101	45	0	0	0	0	15	6	18	6	0.178	0	45
Eyres Monsell Primary School	58	60	0	0	0	0	14	6	13	5	n/a	3	41
Falcons Primary School	50	60	Please refer to the school's website for details of how places were allocated.										41
Forest Lodge Academy	115	90	0	1	0	0	25	18	18	28	n/a	0	90
Fosse Primary School	81	60	0	0	0	0	13	8	19	11	n/a	4	55

Don't forget to apply by the closing date - **midnight 15 January 2020**

Breakdown of how places were allocated for Leicester City schools at 16 April 2019				Number of places allocated against the published admissions criterion									
				1	2	3	4	5	6	7			
School	Total preferences (1, 2, or 3)	Published admission number (PAN)	Children who have a statement of SEN or an EHC plan	Children in the care of a local authority or who were previously in the care of a local authority	Children who are the subject of child protection plans	Children of parents/ carers fleeing domestic violence	Children whose home address is in the catchment area of the infant or primary school with a sibling at the school	Children whose home address is outside the catchment area of the infant or primary school with a sibling at the school	Children whose home address is in the catchment area of the infant or primary school	Children whose home address is outside the catchment area of the infant or primary school and who have requested a place	Distance from school of last place allocated to on-time applications (for over-subscribed schools)	Children allocated Alt Offer (Pref 10)	Number of places allocated at 16 April
Glebelands Primary School	47	40	0	0	0	0	3	10	4	11	n/a	0	28
Granby Primary School	125	60	0	0	0	0	18	10	24	8	0.504	0	60
Green Lane Infant School	129	90	1	0	0	0	20	10	28	23	n/a	0	82
Hazel Community Primary School	32	60	0	0	0	0	9	3	15	3	n/a	7	37
Heatherbrook Primary Academy	38	30	0	3	0	0	6	6	4	6	n/a	0	25
Herrick Primary School	69	60	0	0	0	0	7	10	10	10	n/a	0	37
Highfields Primary School	89	45	0	0	0	0	8	16	7	14	0.233	0	45
Holy Cross Catholic Primary School	45	30	Please refer to the school's website for details of how places were allocated.										25
Hope Hamilton CofE Primary School	116	60	Please refer to the school's website for details of how places were allocated.										60
Humberstone Infant Academy	152	90	0	0	0	0	24	15	36	15	0.611	0	90
Imperial Avenue Infant School	147	90	0	1	0	0	19	10	38	21	n/a	1	90
Inglehurst Infant School	109	75	0	1	0	0	13	16	31	13	n/a	1	75
Kestrels' Field Primary School	115	120	0	0	0	0	27	7	29	12	n/a	2	77
King Richard Infant & Nursery School	151	60	1	0	3	0	12	10	34	0	0.242	0	60
Knighton Fields Primary Academy	68	30	0	0	0	0	13	5	12	0	0.221	0	30
Krishna Avanti Primary School	88	60	Please refer to the school's website for details of how places were allocated.										60
Linden Primary School	79	60	0	0	0	0	11	7	13	8	n/a	0	39
Marriott Primary School	71	60	0	0	0	0	15	8	11	18	n/a	5	57
Mayflower Primary School	151	60	1	0	0	0	19	14	19	7	0.458	0	60
Medway Community Primary School	89	60	0	0	0	0	18	15	21	6	n/a	0	60

Don't forget to apply by the closing date - **midnight 15 January 2020**

Breakdown of how places were allocated for Leicester City schools at 16 April 2019				Number of places allocated against the published admissions criterion									
				1	2	3	4	5	6	7			
School	Total preferences (1, 2, or 3)	Published admission number (PAN)	Children who have a statement of SEN or an EHC plan	Children in the care of a local authority or who were previously in the care of a local authority	Children who are the subject of child protection plans	Children of parents/ carers fleeing domestic violence	Children whose home address is in the catchment area of the infant or primary school with a sibling at the school	Children whose home address is outside the catchment area of the infant or primary school with a sibling at the school	Children whose home address is in the catchment area of the infant or primary school	Children whose home address is outside the catchment area of the infant or primary school and who have requested a place	Distance from school of last place allocated to on-time applications (for over-subscribed schools)	Children allocated Alt Offer (Pref 10)	Number of places allocated at 16 April
Mellor Community Primary School	112	90	0	0	0	0	14	18	23	17	n/a	0	72
Merrydale Infant School	130	90	0	0	0	0	26	12	35	17	n/a	0	90
Montrose School	130	60	0	0	0	0	13	6	29	12	0.581	0	60
Mowmacre Hill Primary School	52	60	0	0	0	0	24	3	16	2	n/a	0	45
Northfield House Primary Academy	35	60	0	0	0	0	10	3	6	8	n/a	4	31
Overdale Infant School	189	120	0	6	0	0	37	11	39	21	n/a	0	114
Parks Primary School	116	60	0	0	0	0	13	15	23	9	0.51	0	60
Queensmead Primary Academy	83	60	0	1	0	0	0	24	0	28	n/a	1	54
Rolleston Primary School	82	60	0	0	0	0	14	16	13	17	n/a	0	60
Rowlatts Hill Primary Academy	57	45	0	0	0	0	12	8	12	10	n/a	1	43
Rushey Mead Primary School	77	90	1	0	0	0	16	13	18	7	n/a	0	55
Sacred Heart Catholic Voluntary Academy	66	60	Please refer to the school's website for details of how places were allocated.										50
Sandfield Close Primary School	67	60	0	0	0	0	9	11	14	3	n/a	0	37
Scraftoft Valley Primary School	82	60	0	0	0	0	18	16	18	8	0.695	0	60
Shenton Primary School	74	60	0	0	0	0	11	18	7	11	n/a	0	47
Slater Primary School	40	23	0	0	0	0	3	5	8	6	n/a	0	22
Sparkenhoe Community Primary School	125	60	0	0	0	0	10	17	15	18	0.292	0	60
Spinney Hill Primary School and Community Centre	112	90	0	0	0	0	21	16	39	14	n/a	0	90
St Barnabas C of E Primary School	92	45	0	0	0	0	9	17	5	14	0.312	0	45

Breakdown of how places were allocated for Leicester City schools at 16 April 2019				Number of places allocated against the published admissions criterion									
				1	2	3	4	5	6	7			
School	Total preferences (1, 2, or 3)	Published admission number (PAN)	Children who have a statement of SEN or an EHC plan	Children in the care of a local authority or who were previously in the care of a local authority	Children who are the subject of child protection plans	Children of parents/ carers fleeing domestic violence	Children whose home address is in the catchment area of the infant or primary school with a sibling at the school	Children whose home address is outside the catchment area of the infant or primary school with a sibling at the school	Children whose home address is in the catchment area of the infant or primary school	Children whose home address is outside the catchment area of the infant or primary school and who have requested a place	Distance from school of last place allocated to on-time applications (for over-subscribed schools)	Children allocated Alt Offer (Pref 10)	Number of places allocated at 16 April
St John the Baptist CofE Primary School	158	90		Please refer to the school's website for details of how places were allocated.									88
St Joseph's Catholic Voluntary Academy	56	40		Please refer to the school's website for details of how places were allocated.									39
St Mary's Fields Primary School	106	60	1	0	0	0	23	6	30	0	0.424	0	60
St Patrick's Catholic Primary School	70	30		Please refer to the school's website for details of how places were allocated.									30
St Thomas More Catholic Voluntary Academy	77	40		Please refer to the school's website for details of how places were allocated.									40
Stokes Wood Primary School	67	60	0	0	0	0	5	20	4	11	n/a	2	42
Taylor Road Primary School	113	90	1	1	1	0	42	5	36	4	0.455	0	90
Thurnby Lodge Primary Academy	55	30	0	0	0	0	11	5	14	0	0.391	0	30
Tudor Grange Samworth Academy, A CofE School	44	60	0	0	0	0	19	4	11	2	n/a	0	36
Uplands Infant School	140	120	0	0	0	0	20	19	15	29	n/a	5	88
Whitehall Primary School	202	90	2	0	0	0	28	12	24	24	0.702	0	90
Willowbrook Primary Academy	83	60	0	1	0	0	17	7	19	13	n/a	1	58
Wolsey House Primary School	117	90	0	0	0	0	19	13	26	28	n/a	0	86
Woodstock Primary Academy	54	60	1	2	0	0	6	9	12	6	n/a	0	36
Wyvern Primary School	75	60	0	0	0	0	15	10	9	11	n/a	0	45
Total		4913										51	4332

Maximise your chances

Make a note of the important dates shown on page 5

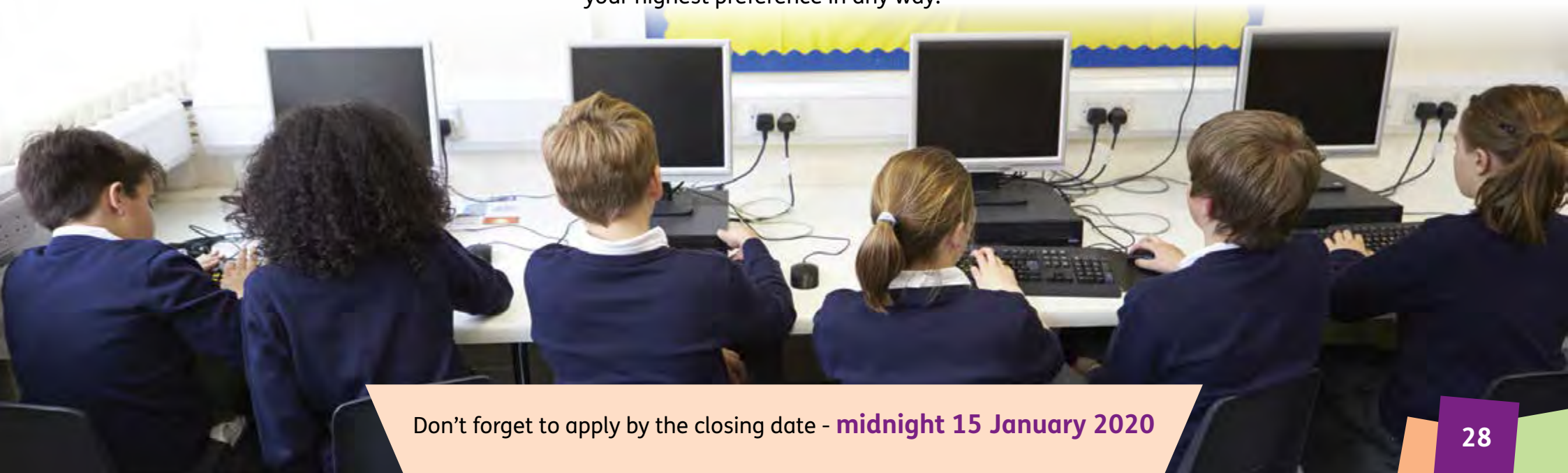
- Make sure you apply and submit your application before 15 January 2020 otherwise your application will be considered as late. Details of how to apply can be found on page 7.
- Applying late may mean that you are offered a school much further away than your preferred ones.
- If you apply on time, we will let you know of your school place offer on 16 April 2020.

Use all four of your preferences

- Do use all four of your preferences as this will maximise your chances of gaining a place at a preferred or nearby school.
- If you only use one preference and you are unsuccessful in gaining a place here, other nearby schools may have been filled and you may have to travel to a school much further away. We advise that your catchment school is included as one of your preferences.
- All four preferences are considered as if they are separate applications and so you will not be disadvantaged for a place at your highest preference in any way.

Research how places are allocated at your preferred schools

- Take the time to read the admission criteria and consider which criterion your child will meet. You can find out the lowest criterion we met for our schools last year on pages 25 to 28. Please note that each year is different and the number of applications received can affect how school places are allocated.



Don't forget to apply by the closing date - **midnight 15 January 2020**

When should my child start full time school?

Children start school in the school year during which they have their fifth birthday. The school year runs from September to August, so any child who reaches his/her fifth birthday between 1 September 2015 and 31 August 2016 can start full-time school from the start of term in August 2020. Alternatively, they can take up the option to defer

entry until the start of term after they turn five. Please use the table below to see what options are available to you. Please remember you will need to discuss and agree your start date directly with your child's school, if you choose to defer entry.

Childs birthday	Options
1 September – 31 December (autumn born)	Child can attend full or part-time from September or defer admission until January.
1 January – 31 March (spring born)	Child can attend full or part-time from September or defer admission until January or Easter.
1 April – 31 August (summer born)	Child can attend full or part-time from September or defer admission until January or Easter (please see page 30 for the option of delayed entry for summer born children).



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Summer born children - options for delaying entry to school

If your child's fifth birthday falls between 1 April and 31 August you have the option to request that your child starts in reception a year later. This is usually only appropriate where there are concerns in relation to a child's development.

If you wish to consider delayed entry for your child, you will need to make a normal application for the 'normal' point of entry for your child. The 'normal' year in this case, is the academic year during which your child will turn five. This application will need to be made by no later than the deadline of 15 January 2020. We will not consider any requests made after this date.

When you apply, you must also inform the School Admissions Team in **writing**, that you wish to apply for delayed entry as you do not wish to send your child to school until the September after their fifth birthday and **request** that your child is admitted out of their normal age group – to reception rather than year 1. Your letter or email should include reasons for your request and any evidence to support your case.

Evidence could include:

- Whether your child is summer born
- Information about your child's personal, social, emotional development and academic development
- If relevant, medical history and views of a medical professional
- Whether your child was born prematurely

We, as the local authority, or the school, if it is its own admitting authority, will consider each case on its merits, taking into account the child's best interest and either agree or refuse the request on that basis. Where we are the admitting authority, we will consult the headteacher(s) of your preferred school(s). We will ensure that you are aware of whether your request for admission out of year group has been agreed before the final offers are made in April. Any reasons for refusal will be shared with you.

If your request is agreed, you will need to make an application for schools the following year, in the normal way. We will amend our records to adjust your child's starting school age. The agreement of delayed entry does not affect or guarantee a place at your preferred schools.

If your request is refused, your child will still be considered for admission to their normal age group.



What happens if my application is late?

If your application is late, there is a much lower chance of securing a place at one of your preferred schools. Those who applied on time will be allocated a school place before late applications are considered.

If you have an exceptional reason for applying late, and if the application is received before 10 February 2020, along with the evidence described below, we may consider it as if it was received on time.

You must supply independent supporting evidence of this reason, for example a solicitors letter confirming exchange of contracts or an unexpected hospital stay where you are the sole carer.

If we agree that your reasons are exceptional, we will consider it as an on-time application otherwise it will be treated as late and we will write to you to confirm this.

Applying for a school on religious grounds

If you are applying for a school on the basis of its religious ethos, you will still need to apply to us in the usual way but you must also complete a supplementary information form (SIF). This is used to collect additional information so that these schools can rank the applications correctly based on their admissions criteria.

SIFs are available direct from the school, on the school's website or on our website at leicester.gov.uk/admissions. The deadline for returning the SIF to the school is 15 January 2020.

Please ensure that a receipt is collected from the school as proof of submitting your SIF as the school cannot be held responsible for applications lost in the post or for the late submission of a SIF.

The following schools require the completion of a SIF:

- Christ the King Catholic Primary School
- Falcons Primary School
- Holy Cross Catholic School, a Voluntary Academy

- Hope Hamilton Church of England Voluntary Aided Primary School
- Krishna Avanti Primary School
- Sacred Heart Catholic Voluntary Academy
- St John the Baptist Church of England Primary School
- St Joseph's Catholic Voluntary Academy
- St Patrick's Catholic Voluntary Academy
- St Thomas More Catholic Voluntary Academy

Special educational needs (SEN)

All schools make provision to support children who have special educational needs. If your child has an EHCP, the SEN Co-ordinator at your child's current establishment will start the process of establishing which school they will be attending in autumn 2020.

If your child is undergoing statutory assessment please contact your Education, Health and Care Inclusion Officer (EHCIO) for further advice.

If your child has special educational needs but does not currently have an EHCP you should apply in the normal way.

Your home address

Your home address must be where you live with your child, unless you can prove that your child lives elsewhere with someone who has legal care and control of your child.

We expect a child's home address to be a residential property that is the child's only or main residence, not an address at which your child may sometimes stay or sleep due to your domestic arrangements. The property must be owned / leased or rented by the child's parent/ carer or person with legal care and control of the child.

Additionally, a child's home address is where he or she spends most of the school week unless this is accommodation at a boarding school. We would not normally accept an address in the following circumstances:

- You keep a home elsewhere or you have two homes. We will check which is your main home and will refuse to accept an address that might be considered to be only a temporary address for the purpose of obtaining a place at a popular school.
- The original home is still owned, the new address is a rented property within the area of a popular school and where the distance

between the original home and chosen school is easily commutable.

- Only part of the family moves unless this was due to a divorce or permanent separation arrangement, we will need legal evidence of this.
- A child moves to a home other than with their parent or carer, unless it was due to a formal fostering or care arrangement through social services etc. We will require you to submit official letters from the professionals involved confirming this and these must be submitted at the time of application.

We will check the home address given by you against our records and those held by other organisations as described earlier. If we discover that a school place was offered on the basis of false or misleading information provided by you, for example - false information given by you regarding a home address to get a place at a particular school, the offer of a place will be withdrawn. If you have any concerns or suspicions about fraudulent addresses, please contact the School Admissions Team.

Any information you give us will be treated in strict confidence. Please tell the School Admissions Team immediately about any change of address. If you do not do this, your application will become invalid and this may lead to any offer of a school place being withdrawn.

If we have any doubts regarding whether your child is resident within the catchment area of a particular school(s) we will refer your application to our Corporate Investigations Team for further detailed checks of the type described earlier to be carried out. Please note that we have the right to withdraw any offer of a school place up to one term after admission if it is shown that it was obtained on the basis of a fraudulent or misleading application.



Moving house

The address given on the application must be the address you are living at on the closing date. If you are planning on moving after the closing date, you will still need to apply on time, using your current address.

You will then need to send us proof of the house move. You can do this by email or by post. In order for us to use a new address for the first round of allocations, you must provide proof of the house move by no later than 6 March 2020. For any house move evidence received after this date, we will process your application against your new address after the main round of allocations, from 13 May 2020.

When moving house the evidence required is:

- Official confirmation that the house purchase is legally binding (i.e. contracts have already been exchanged and completed); or
- A formal rental agreement which shows that the property to be rented is suitable for the family's needs

What if I want to change my preferences after submitting my application?

You can make as many changes as you like to your preferences up until the closing date. Please remember you will need to re-submit your application each time you make a change. We will not normally consider any changes of preferences received after the closing date unless this is due to an exceptional change of circumstances, for example, a house move. Exceptional circumstances will only be considered if the application is received before 6 March 2020.

If you change any of your preferences, or their order, after the closing date, without an exceptional reason for this, that change will not be considered until after 8 June 2020. This is to ensure that parents and carers who do this do not gain an unfair advantage over others by having the opportunity to list more than four preferences.



SECTION 3

How we process your application

We treat each of your preferences as if it was a separate application. Each school has a published admissions number (PAN). This is the number of pupils who can be admitted to the intake year, which is reception at a primary school and year 3 at a junior school. Places are allocated against the published admission criteria for each school – these are shown on pages 36 - 56. Applications that are submitted on time are processed first, late applications are dealt with afterwards.

If you have applied for a voluntary aided or free school, we may send details of your application to that school. They will confirm that they have also received the supplementary information form (SIF), if completion of one is required.

If you have applied for a non-Leicester city school we will send details of your application to the local authority in which the school is located. They will then tell us if they can allocate your child a place, but it is us who will write to you on National Offer Day. When we send your application details to any other school or local authority we do not send them information about your other preferences including how you have ranked them.

If your child qualifies for a place at more than one of the schools you have asked for, we will look at how you ranked your preferences. We will always offer the highest preference school at which your child has qualified for a place. All lower preferences will then be withdrawn.

It is important that you use all your preferences and include your catchment area school on your application. If we are unable to offer your child a place at one of your preferred schools, we will offer you a place at the nearest school to your home address that still has places available. This may be a much further away school if you have not listed your catchment area school as all the available places here may have been filled with those applicants who stated it as a preference.

Details of your catchment area school can be found on our website at leicester.gov.uk/admissions

SECTION 4

How places are allocated

Where there are more applications received than places available, the admission criteria for each school is applied to the application.

Please see pages 36 to 56 for details of the admissions criteria for each school. Children with an Education, Health and Care Plan (EHCP) will be entitled to a place at the school named in the plan. Please see page 18 for more details.

Please note: we do not take into account your child's current school place, your childminding arrangements or workplace address. All allocations are based on the priorities listed.



Step one

Application received

Step two

Admissions criteria are applied to each of your preferences

Step three

Places are offered up to the admission number at each school

Step four

The highest possible preference is offered to each child

Step five

If it has not been possible to allocate your child a place at any of your preferred schools, we will allocate a place at the nearest school to your home address with spaces at the time

Don't forget to apply by the closing date - **midnight 15 January 2020**

Admission criteria for Leicester city schools

Each year, Leicester City Council set the admissions criteria for a number of schools within the city - full details of this are shown on pages 37-39. The schools listed below all follow this criteria.

Some schools set their own, different, admissions criteria - details of these are shown on pages 41-56.

Schools that follow Leicester City Council's admission criteria		
Abbey Mead Primary Academy	Heatherbrook Primary Academy	Rowlatts Mead Primary Academy
Alderman Richard Hallam Primary School	Herrick Primary School	Rushey Mead Primary School
Avenue Primary School	Highfields Primary School	Sandfield Close Primary School
Barley Croft Primary School	Humberstone Infant Academy	Scraptoft Valley Primary
Beaumont Lodge Primary School	Imperial Avenue Infant School	Shenton Primary School
Braunstone Frith Primary School	Inglehurst Infant School	Slater Primary School
Buswells Lodge Primary School	Kestrel Mead Primary Academy	Sparkenhoe Community Primary School
Caldecote Community Primary School	King Richard III Infant and Nursery School	Spinney Hill Primary School
Catherine Infant School	Knighton Mead Primary Academy	St Barnabas C of E Primary School
Charnwood Primary School	Linden Primary School	St Mary's Fields Primary School
Coleman Primary School	Marriott Primary School	Stokes Wood Primary School
Dovelands Primary School	Mayflower Primary School	Taylor Road Primary School
Evington Valley Primary School	Medway Community Primary School	Thurnby Mead Primary Academy
Eyres Monsell Primary School	Mellor Community Primary School	Uplands Infant School
Forest Lodge Academy	Merrydale Infant School	Whitehall Primary School
Fosse Primary School	Montrose Primary School	Willowbrook Mead Primary Academy
Glebelands Primary School	North Mead Primary Academy	Wolsey House Primary School
Granby Primary School	Overdale Infant School	Woodstock Primary Academy
Green Lane Infant School	Parks Primary School	Wyvern Primary School
Hazel Community Primary School	Rolleston Primary School	

Don't forget to apply by the closing date - **midnight 15 January 2020**

Leicester City Council's admission criteria for primary and infant schools

Places will be allocated to pupils who have an Education, Health and Care Plan (EHCP) which names the school before any other allocations are made.

These allocations will reduce the number of places available.

Criterion 1: Children in the care of a local authority within England or who were previously in the care of a local authority within England (see note 1).

Criterion 2: Children who were previously in care outside of England (see note 1).

Criterion 3: Pupils who have a serious medical condition or exceptional social or domestic needs that make it essential they attend the school requested (see note 2).

Criterion 4: Children whose home address is in the catchment area of the infant or primary school with a sibling at the school who will still be on roll when the applicant starts school (see note 3).

Criterion 5: Children whose home address is outside the catchment area of the infant or primary school with a sibling at the school, who will still be on roll when the applicant starts school (see note 3).

Criterion 6: Children whose home address is in the catchment area of the infant or primary school (see note 4).

Criterion 7: Children who are sons / daughters of staff working at the school for at least 2 years at the time of application.

Criterion 8: Children whose home address is outside the catchment area of the school and who have requested a place. Within each criterion priority will be given to children living closest to the school, as measured on a straight line basis using a geographical information system measuring from the geo-code reference point from the child's home address to the geo-code reference point for the school.

Tiebreaker: Within each criterion priority will be given to children living closest to the school, as measured on a straight line basis using a geographical information system measuring from the geo-code reference point from the child's home address to the geo-code reference point for the school. In the event that two applicants within a category live exactly the same distance from the school and only one place remains, the place will be offered to one applicant on the basis of lots drawn by an officer of the local authority not involved in the administration of school admissions.

In the case of multiple births, if the final place available at a school is offered to a twin or triplet and the remaining sibling(s) would ordinarily be refused, places will be offered to the remaining sibling(s) at the same school.

Leicester City Council's admission criteria for junior schools

Places will be allocated to pupils who have an Education, Health and Care Plan (EHCP) which names the school before any other allocations are made.

These allocations will reduce the number of places available.

Criterion 1: Children in the care of a local authority within England or who were previously in the care of a local authority within England (see note 1).

Criterion 2: Children who were previously in care outside of England (see note 1).

Criterion 3: *Children who are on roll at the linked infant school at the closing date for applications who will still be on roll when the applicant starts school.

Criterion 4: Children who have a serious medical condition or exceptional social or domestic needs that make it essential they attend the school (see note 2).

Criterion 5: Children living in the catchment area of the junior school with a sibling at the school or the linked infant school, who will still be on roll when the applicant starts school.

Criterion 6: Children living outside the catchment area of the junior school with a sibling at the school or linked infant school, who will still be on roll when the applicant starts school.

Criterion 7: Children living in the catchment area of the junior school.

Criterion 8: Children who are sons / daughters of staff working at the school for at least 2 years at the time of application (see note 5).

Criterion 9: Children living outside the junior school catchment area who have requested a place.

Tiebreaker: Within each criterion priority will be given to children living closest to the school, as measured on a straight line basis using a geographical information system measuring from the Geo-code reference point from the child's home address to the Geo-code reference point for the school for at least two years at the time of application.

*Children who are attending, or have been offered a place at an infant school, will have priority for places at the linked junior school as shown below.

Infant School	Linked Junior School
Catherine Infant	Catherine Junior
Green Lane Infant	Bridge Junior
Humberstone Infant	Humberstone Junior
Imperial Avenue Infant	Folville Junior
Inglehurst Infant	Inglehurst Junior
King Richard III Infant	Shaftesbury Junior
Merrydale Infant	Merrydale Junior
Overdale Infant	Overdale Junior
Uplands Infant	Uplands Junior

Additional notes for Leicester City Council's admission criteria

Note 1: A “looked after” child is a child who is (a) in the care of a local authority in England, or (b) being provided with accommodation by a local authority in England, in the exercise of their social services function at the time of making an application to the school. A “previously looked after” child is a child who was looked after, either in England or outside* of England, but ceased to be because they were adopted or became subject to a residence order or special guardianship order.

* Priority for previously looked after children outside of England is a new provision for 2019 entry. This has been added ahead of it becoming a legal requirement as part of Central Government's future plans to revise the current School Admission Code (December 2014).

Note 2: All schools in Leicester have experience in dealing with children with diverse social and medical needs. However, there may be exceptional cases where there are compelling reasons why it is essential they attend the school requested. A separate application to be considered under this category will need to be made.

For an application to be considered under the social medical criterion, applicants must complete a separate application form and, along with this, provide written evidence.

Examples of the written evidence we would consider are:

- a) Supporting documentation from a medical professional.
- b) Supporting information provided by a social worker.
- c) Supporting information provided by a Police officer.
- d) Court order.

In each case, the connection between a child's need and the specific school must be made and applicants must clearly demonstrate why this one specific school can meet the child's needs in a way that no other school can. Evidence relating to the social or medical circumstances of the parent can be considered, but only if this impacts on the child and their need to attend one specific school.

Evidence must be provided by the application deadline of 31 October 2019.

Any evidence submitted following the application deadline will be considered as part of a late application and after the main round of allocations has taken place.

Priority under this criterion can only be given for one specific school but we still recommend that applicants list three schools on their application form to maximise your chances of securing one of their preferences. If an applicant seeks to apply the criterion for more than one school, by definition, it is not only one school that can meet the need and this criterion would not apply. We may have to share the information provided with the offered school.

There will be a two-stage assessment process for eligibility under this criterion.

During the first stage the application will be considered by the admissions team to establish whether the following criteria.

- 1) Clear reason provided why only the chosen school can meet child's needs in the way that no other school can; and

Additional notes for Leicester City Council's admission criteria (continued)

2) Supporting evidence provided

3) Request made no later than the closing dates

If applicants meet the eligibility for stage one, the application will be considered during the second stage by a panel of senior officers. If they do not meet the criterion, the application will be considered as a normal application and considered under the usual admission rules. There is no right of appeal if an application has not met the social and medical criterion but parents will have their usual right of statutory appeal for a school place.

During the second stage, a panel of senior officers will determine whether the evidence provided is sufficiently compelling to meet the above requirements. You will be notified of the panel's decision in writing and the letter will indicate which criterion we will use to process your application.

All Leicester city schools have experience in dealing with children with diverse social and medical needs, and so your case must be clearly exceptional in order to be considered under this criterion.

Please also read the full social and medical policy contained within the Leicester scheme for the admission arrangements for pupils to school 2019/20. This is available to view at leicester.gov.uk/admissions.

Note 3: Sibling means a brother or sister, half brother or sister, adopted brother or sister or child of the parent/carer's partner. In every case, the child must be living in the same family unit at the same address. Siblings must be on roll at the point of entry.

In the case of twins, triplet or other children of multiple births, if the final place is offered to one child, and the remaining sibling(s) would ordinarily be refused, places will be offered to the remaining sibling(s).

Note 4: Home address means the child's permanent home address at the time of application. In the case of split households, it is the address of the person who receives the Child Benefit. 'At the time of application' means the closing date for applications. Informal accommodation arrangements with family and friends are not accepted unless there are very special circumstances and supporting proof is required. An address

used for child care arrangements cannot be used as the home address for the purpose of applying for a school place.

Note 5: Admission authorities may give priority in their oversubscription criteria to children of staff in the following circumstances:

- Where the member of staff has been employed at the school for 2 or more years at the time at which the application for admission to the school is made; and/or
- The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Admission criteria for voluntary aided schools and academies

Belgrave St Peter's C of E Primary School Oversubscription criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

Criterion 1: A child who is 'looked after' or 'previously looked after.' 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.

Criterion 2: Pupils who have a serious medical condition or exceptional social or domestic needs. (Professional documentation accompanying the application will be required). Examples of exceptional needs include:

- A child whose parent's occupation has an enforcement role which may bring the parent into conflict with parents of

children attending their local school and therefore needs to attend the alternative school.

- A child whose parent has recently died or is suffering from a serious illness.
- A child who has suffered severe bullying which is recognised by the present or most recent school as an ongoing problem and which is having significant effect on the child's health.
- A child with a serious medical condition which would make the preferred school particularly suitable.
- A child who has been abused and placed on the child protection register and who needs to attend an alternative school to avoid the abuser.

This list is not exhaustive, and each case will be considered on its individual merits.

Criterion 3: Pupils who will have an older sibling attending the school at the time of admission. (Older siblings include brothers or sisters, half brothers or sisters, step brothers or sisters, adopted children, fostered children, children of partners living together or any other child who permanently resides at the parental home and for whom the parent has parental responsibility).

Criterion 4: All other pupils. In the event of a tie, the pupil living nearest the school, as measured by the LA standard method takes preference.

For full details of definitions, terms and notes please see the school's website.

Braunstone Community Primary School admission criteria

Pupils with a Statement of Special Educational Needs or Education, Health and Care Plan will be allocated a place before other applications are considered. These allocations will reduce the number of places available.

Criterion 1: A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order.

Criterion 2: Pupils that live in the catchment area of the school.

Criterion 3: Pupils that have an older sibling attending the school at the same time, regardless if they live in the catchment area or not.

Criterion 4: 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).

Criterion 5: Children of teaching staff.

Criterion 6: Pupils living nearest to the school measured in a straight-line distance (home to school front gate).

For full details of definitions, terms and notes please see the school's website.



Christ the King Catholic Primary School admission criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

Where schools have more applications than places available, governors will draw up a ranked list based on the criteria listed below and will allocate places accordingly.

Children who have an Education, Health and Care Plan (EHCP) which names the school will be admitted. This will reduce the number of places available.

Criterion 1: Catholic looked after or previously looked after children.

Criterion 2: Catholic children living in the parish(es) served by the school.

Criterion 3: Catholic children living outside the parish(es) served by the school.

Criterion 4: Other looked after or previously looked after children.

Criterion 5: Catechumens, Candidates and members of Eastern Christian Churches.

Criterion 6: Children of other Christian denominations whose membership is evidenced by a minister of religion.

Criterion 7: Children of other faiths whose membership is evidenced by a religious leader.

Criterion 8: Any other children not within criterion 1 to 7.

First priority within the individual criteria will be given to applications for children who will have siblings (see note 8) attending the school in reception to year 6 at the proposed time of admission.

For full details of definitions, terms and notes please see the school's website.



Falcons Primary School admission criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

For all children whose statement of special educational needs (EHCP*) names the FPS in their statement will be admitted.

Where FPS is oversubscribed, FPS will split the applications by faith and non-faith, and rank the application in accordance to the following admission criteria:

(EHCP* - Education Health and Care)

Sikh faith criteria (30 places)

Criterion 1: Children of Sikh faith in the care of the local authority and previously looked after children.

Criterion 2: Sikh children with exceptional medical, social or welfare needs.

Criterion 3: Sikh children with older siblings attending at the same time.

Criterion 4: Sikh pupils living nearest to FPS.

Community place criteria (30 places)

Criterion 1: Children in the care of the local authority and previously looked after children.

Criterion 2: Children with exceptional medical, social or welfare needs.

Criterion 3: Children with older siblings attending at the same time.

Criterion 4: Pupils living nearest to FPS.

For full details of definitions, terms and notes please see the school's website.



Holy Cross Catholic School, a voluntary academy admission criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

Where schools have more applications than places available, governors will draw up a ranked list based on the criteria listed below and will allocate places accordingly.

Children who have an Education, Health and Care Plan (EHCP) which names the school will be admitted. This will reduce the number of places available.

Criterion 1: Catholic looked after or previously looked after children.

Criterion 2: Catholic children living in the parish(es) served by the school.

Criterion 3: Catholic children living outside the parish(es) served by the school.

Criterion 4: Other looked after or previously looked after children.

Criterion 5: Catechumens, Candidates and members of Eastern Christian Churches.

Criterion 6: Children of other Christian denominations whose membership is evidenced by a minister of religion.

Criterion 7: Children of other faiths whose membership is evidenced by a religious leader.

Criterion 8: Any other children not within criterion 1 to 7.

First priority within the individual criteria will be given to applications for children who will have siblings (see note 8) attending the school in reception to year 6 at the proposed time of admission.

For full details of definitions, terms and notes please see the school's website.

Don't forget to apply by the closing date - **midnight 15 January 2020**

Hope Hamilton C of E Primary School admission criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

In accordance with government legislation the governing body will admit children who have a statement of special educational needs that names Hope Hamilton Primary as the appropriate school.

Where there are more applications for places than there are places available, priority will be given in the following order:

Criterion 1: ‘Looked After Children’ - children who are in care of the local authority or children accommodated by the local authority pursuant to section 22 (1) of the Children Act 1989 or were previously looked after children (previously looked after children are children who were looked after, but ceased to be so because they were adopted or become subject to a residence order or special guardianship order).

Criterion 2: Foundation – children whose parents, or those with parental responsibility, who are active members of the Church of England or any other Christian

church (a letter will be needed from the minister of the church they attend).

Criterion 3: Sibling - children with a brother or sister at the school on the intended day that the new child will be admitted. “Brother or sister” includes half-brother, half-sister, step-brother, step-sister, adopted brother or sister, or the son or daughter of the parent/carer’s partner, in each case where the child for whom the school place is sought is being brought up in the same family unit at the same address.

Criterion 4: Community - children who live in the priority area (catchment area) for the school at the time of application and admission.

Criterion 5: Other Children – distance will be measured in a straight line from the front door of the child’s normal place of residence to the main entrance of the school. Distance measurements will be supplied by the local authority geographical information system.

For full details of definitions, terms and notes please see the school’s website.



Krishna-Avanti Primary School admission criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

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

Criterion 1: Looked after children and previously looked after children who became subject to adoption, a child arrangements order or special guardianship order immediately after being looked after.

Criterion 2: Children with a sibling attending the school at the time of application.

Criterion 3: Children of a member of the school's staff who:

- a. Has been employed at the school for two or more years at the time of application; and/or
- b. Was recruited to fill a vacant post for which there was a demonstrable skill shortage.

Criterion 4: Up to 10 places to Hindu children with a practising Hindu parent who worships at the ISKCON temple in Leicester.

Criterion 5: Up to 20 places to Hindu children with a practicing Hindu parent

Criterion 6: All other children.

For full details of definitions, terms and notes please see the school's website.



Merrydale Junior School admission criteria

Pupils with a Statement of Special Educational Needs or Education, Health and Care Plan will be allocated a place before other applications are considered. These allocations will reduce the number of places available.

Criterion 1: A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order.

Criterion 2: Pupils that live in the catchment area of the school.

Criterion 3: Pupils that have an older sibling attending the school at the same time, regardless if they live in the catchment area or not.

Criterion 4: 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).

Criterion 5: Children of teaching staff.

Criterion 6: Pupils living nearest to the school measured in a straight-line distance (home to school front gate).

For full details of definitions, terms and notes please see the school's website.

Don't forget to



Mowmacre Hill Primary School admission criteria

Pupils with a Statement of Special Educational Needs or Education, Health and Care Plan will be allocated a place before other applications are considered. These allocations will reduce the number of places available.

Criterion 1: A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order.

Criterion 2: Pupils that live in the catchment area of the school.

Criterion 3: Pupils that have an older sibling attending the school at the same time, regardless if they live in the catchment area or not.

Criterion 4: 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).

Criterion 5: Children of teaching staff.

Criterion 6: Pupils living nearest to the school measured in a straight-line distance (home to school front gate).

For full details of definitions, terms and notes please see the school's website.



Queensmead Primary Academy admission criteria

The Queensmead Primary Academy will first accept all pupils with a statutory right to a place through a statement of special educational needs or Education, Health and Care Plan (EHCP) naming the academy.

After the admission of these pupils, criteria will be applied for the remaining places in the order in which they are set out below:

Criterion 1: Looked after children or previously looked after children.

Criterion 2: A child with a sibling on roll at the academy at the time of application and admission.

Criterion 3: Other children.

In the event of oversubscription, within any criterion, preference will be given to children who live nearest to the academy as the crow flies. Distances are measured from the entrance to the child's home to the principal entrance of the main administrative building of the academy, using the Microsoft AutoRoute application.

For full details of definitions, terms and notes please see the school's website.

Don't forget to apply by the closing date - **midnight 15 January 2020**

Sacred Heart Catholic Voluntary Academy admission criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

Where schools have more applications than places available, governors will draw up a ranked list based on the criteria listed below and will allocate places accordingly.

Children who have an Education, Health and Care Plan (EHCP) which names the school will be admitted. This will reduce the number of places available.

Criterion 1: Catholic looked after or previously looked after children.

Criterion 2: Catholic children living in the parish(es) served by the school.

Criterion 3: Catholic children living outside the parish(es) served by the school.

Criterion 4: Other looked after or previously looked after children.

Criterion 5: Catechumens, Candidates and members of Eastern Christian Churches.

Criterion 6: Children of other Christian denominations whose membership is evidenced by a minister of religion.

Criterion 7: Children of other faiths whose membership is evidenced by a religious leader.

Criterion 8: Any other children not within criterion 1 to 7.

First priority within the individual criteria will be given to applications for children who will have siblings (see note 8) attending the school in reception to year 6 at the proposed time of admission.

For full details of definitions, terms and notes please see the school's website.



St John the Baptist C of E Primary School admission criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

In accordance with government legislation (section 324 of the Education Act 1996) the governing body will admit children who have a statement of special educational needs or Education, Health and Care Plan (EHCP) that names St John the Baptist Primary School as the appropriate school.

Then the governors will consider all applications and offer places according to the following admission criteria, listed in order of priority:

A. A looked after or formerly looked after child.

B. Any other child with a sibling who will have been on roll at the school for at least one term at the date of intended admission.

C1. A child whose application is supported by a form/letter from their priest, minister

or religious leader (submitted with the application) confirming that the child, or their parent, or someone with legal parental responsibility, is currently an active member of any Christian church, either within the Church of England or a church belonging to Churches Together in England.

C2. A child whose application is supported by a form/letter from their faith leader (submitted with the application) confirming that the child, or their parent, or someone with legal parental responsibility, is currently an active member of a place of worship within another faith.

Priority in each part of category [C] will be given first to children eligible for pupil premium, then to those living closest to the school.

D1. A child whose parent (or person with legal parental responsibility) will have been continuously employed as a member of staff by the school for a period of at least twelve months up to and including the date of intended admission.

D2. All other children.

Priority in each part of category [D] will be given first to children eligible for pupil premium, then to those living closest to the school.

At normal point of entry to the school, up to a maximum of 60 spaces will be allocated under Category C, of which a maximum of 30 will be allocated to Category C1. Unsuccessful applicants in this category will then be considered in Category D. Any unused spaces will also be offered through Category D.

For vacancies arising after the first day of the autumn term at the normal point of entry ("In Year admissions"), places will be allocated according to the criteria above, but regardless of the number of Category C pupils currently on roll.

For full details of definitions, terms and notes please see the school's website.

St Joseph's Catholic Voluntary Academy admission criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

Where the school has more applications than places available, governors will draw up a ranked list based on the criteria listed below and will allocate places accordingly.

Children who have an Education, Health and Care Plan (EHCP) which names the school will be admitted. This will reduce the number of places available.

Criterion 1: Catholic looked after or previously looked after children.

Criterion 2: Catholic children living in the parish(es) served by the school.

Criterion 3: Catholic children living outside the parish(es) served by the school.

Criterion 4: Other looked after or previously looked after children.

Criterion 5: Catechumens, candidates and members of eastern Christian churches.

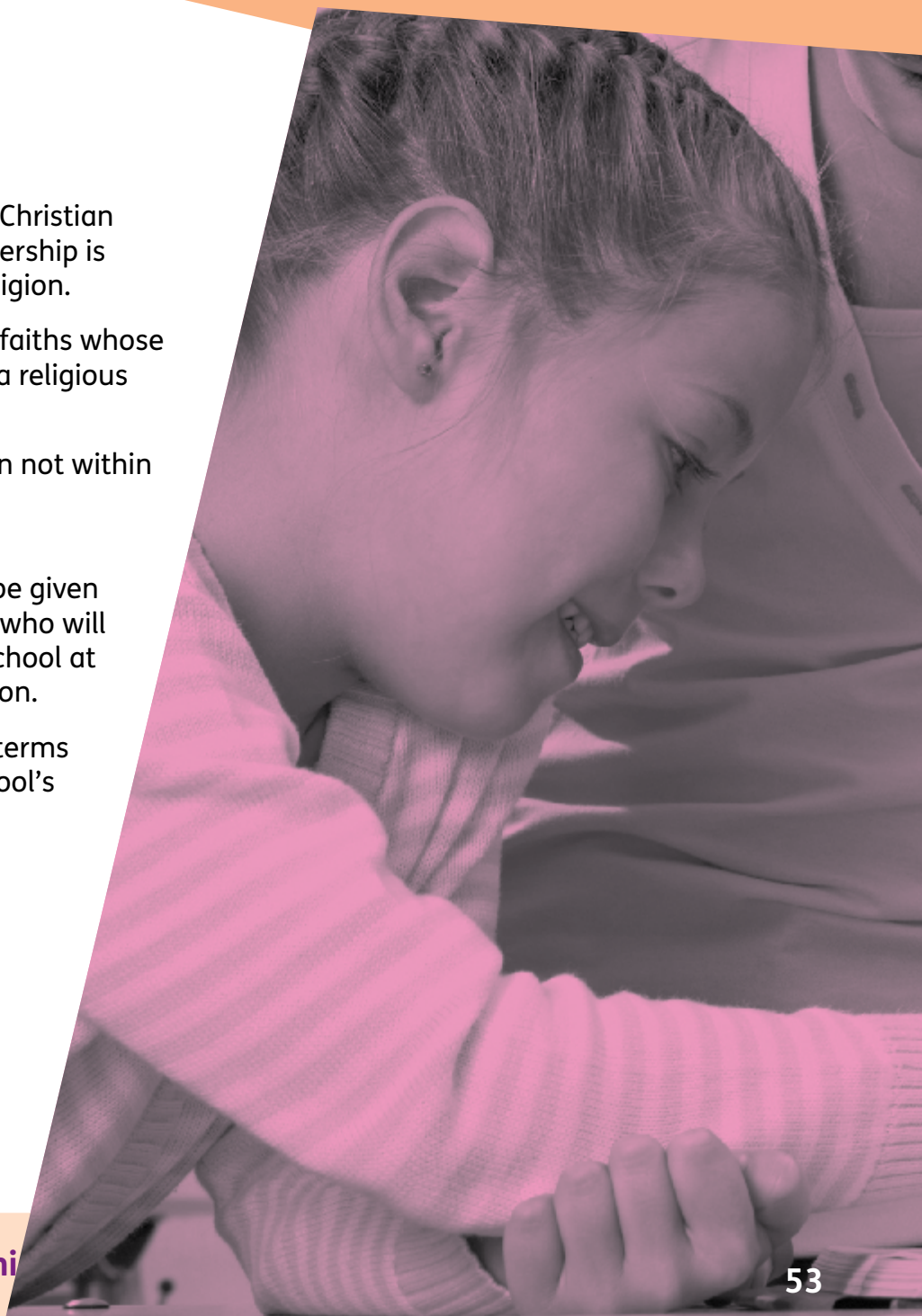
Criterion 6: Children of other Christian denominations whose membership is evidenced by a minister of religion.

Criterion 7: Children of other faiths whose membership is evidenced by a religious leader.

Criterion 8: Any other children not within criterion 1 to 7.

First priority within each oversubscription criteria will be given to applications from children who will have siblings attending the school at the proposed time of admission.

For full details of definitions, terms and notes please see the school's website.



St Patrick's Catholic Voluntary Academy admission criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

Where the school has more applications than places available, governors will draw up a ranked list based on the criteria listed below and will allocate places accordingly.

Children who have an Education, Health and Care Plan (EHCP) which names the school will be admitted. This will reduce the number of places available.

Criterion 1: Catholic looked after or previously looked after children.

Criterion 2: Catholic children living in the parish(es) served by the school.

Criterion 3: Catholic children living outside the parish(es) served by the school.

Criterion 4: Other looked after or previously looked after children.

Criterion 5: Catechumens, candidates and members of eastern Christian churches.

Criterion 6: Children of other Christian denominations whose membership is evidenced by a minister of religion.

Criterion 7: Children of other faiths whose membership is evidenced by a religious leader.

Criterion 8: Any other children not within criterion 1 to 7.

First priority within each oversubscription criteria will be given to applications from children who will have siblings attending the school at the proposed time of admission.

For full details of definitions, terms and notes please see the school's website.



Don't forget to apply by the closing date - **midnight 15 January 2020**

St Thomas More Catholic Voluntary Academy admission criteria

A supplementary form will need to be completed and returned directly to the school – this can be found on our website at leicester.gov.uk/admissions

Where the school has more applications than places available, governors will draw up a ranked list based on the criteria listed below and will allocate places accordingly.

Children who have an Education, Health and Care Plan (EHCP) which names the school will be admitted. This will reduce the number of places available.

Criterion 1: Catholic looked after or previously looked after children.

Criterion 2: Catholic children living in the parish(es) served by the school.

Criterion 3: Catholic children living outside the parish(es) served by the school.

Criterion 4: Other looked after or previously looked after children.

Criterion 5: Catechumens, candidates and members of eastern Christian churches.

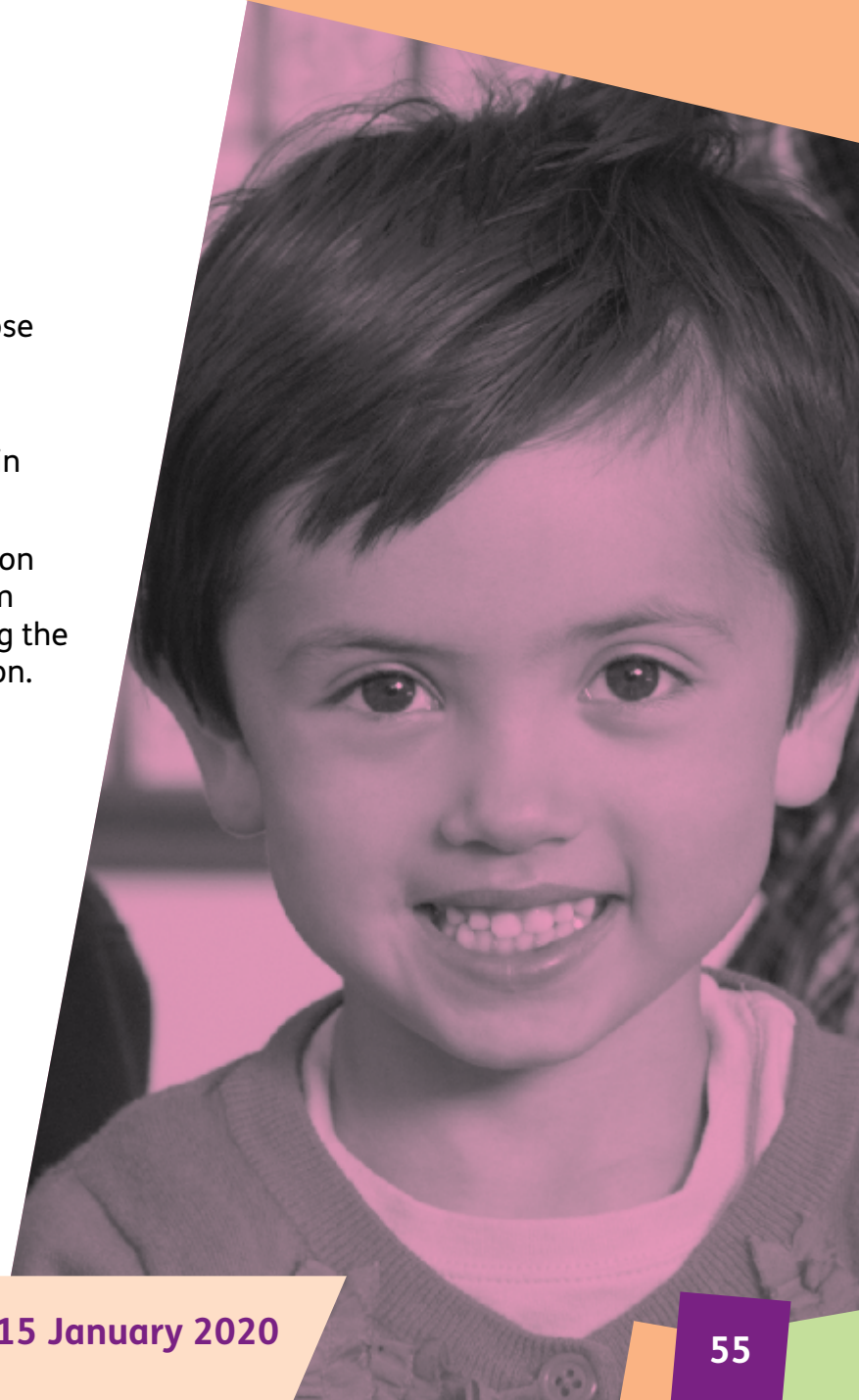
Criterion 6: Children of other Christian denominations whose membership is evidenced by a minister of religion).

Criterion 7: Children of other faiths whose membership is evidenced by a religious leader.

Criterion 8: Any other children not within criterion 1 to 7.

First priority within each oversubscription criteria will be given to applications from children who will have siblings attending the school at the proposed time of admission.

For full details of definitions, terms and notes please see the school's website.



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Tudor Grange Samworth Academy, A CofE School admission criteria

Where there is oversubscription, i.e. the number of applications for admission to the academy is greater than the published admissions number, applications will be considered against the criteria set out below.

After the admission of pupils with statements of special educational needs where the Tudor Grange Samworth Academy is named on the statement, the criteria will be applied in the following order:

Admissions to Foundation 2

Criterion A: Children who are in the care or interim care of a local authority pursuant to S31 and 38 of the Children Act 1989, or children who are accommodated by a local authority, pursuant to S20 of the Children Act 1989 “Looked After Children”.

Criterion B: Children with a professionally supported medical or social need for a place at the Tudor Grange Samworth Academy who live in the Designated Geographical Area (DGA).

Criterion C: Children of parents living in the DGA.

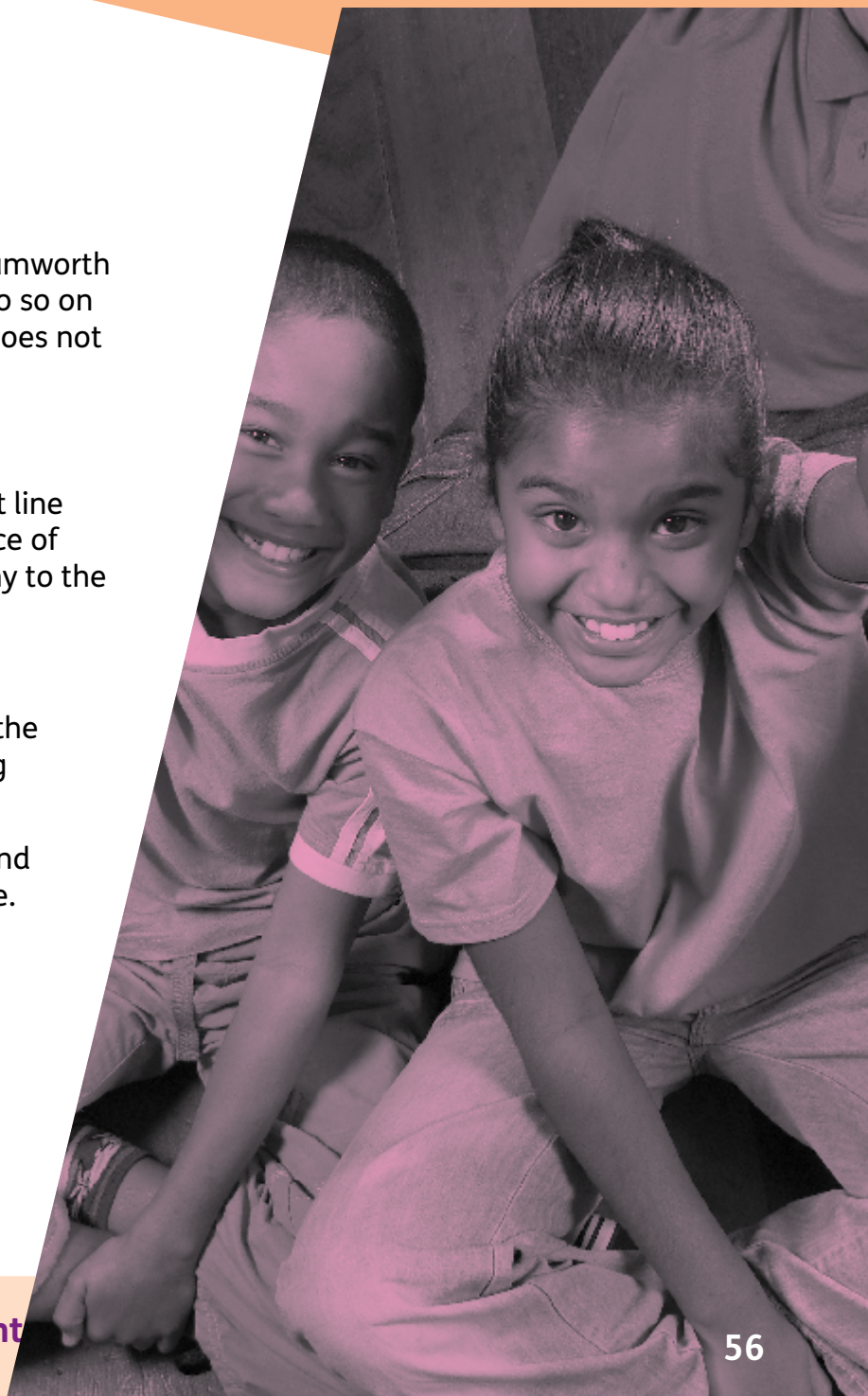
Criterion D: Children whose siblings currently attend the Tudor Grange Samworth Academy and who will continue to do so on the date of admission. This criteria does not apply to admission into KS3 and 4 (Y7 to Y11).

Criterion E: Children on the basis of proximity to the school using straight line measurement from the main entrance of the Tudor Grange Samworth Academy to the main entrance of the child’s home.

Tiebreaker

Criterion E: Will act as a tie break in the event of the admission number being reached through Criterion A to D.

For full details of definitions, terms and notes please see the school’s website.



SECTION 5

Receiving your offer of a school place



Your school place offer

If you applied online, you will receive an email on 16 April 2020 informing you which school your child has been allocated a place at. Please note that decisions will not be given over the telephone and there are no facilities to pick up a letter from our offices. If you were unable to apply online, and received help with making an application, you will receive an offer letter by post by no later than 21 April 2020.

What happens next?

Once you have received your offer, you will not need to do anything further at this stage as the offered school will contact you directly with more details within a few weeks of receiving your offer.

If you have not received an offer of one or more of your higher preferred schools we

will automatically add your child's name to the waiting list(s).

Waiting lists

Waiting lists are held in order of the admissions criteria. If a place becomes available it will be offered to the first child on the waiting list. We are not allowed to distinguish between on-time and late applications when maintaining waiting lists so a child can move down the list when a child being added to the list meets a higher admissions rule.

We will only contact you if your child is at the top of the waiting list and a place becomes available. You can ask for your child's name to be removed from a school's waiting list at any time.

We will hold and maintain the waiting lists for all schools that fall under Leicester City, except those listed below, up until July 2021.

These schools maintain their own waiting lists and you will need to contact them directly for waiting list positions:

Christ the King Catholic Primary School

Falcons Primary School

Holy Cross Catholic School, a Voluntary Academy

Hope Hamilton Church of England Voluntary Aided Primary School

Krishna Avanti Primary School

Sacred Heart Catholic Voluntary Academy

St John the Baptist Church of England School

St Joseph's Catholic Voluntary Academy

St Patrick's Catholic Voluntary Academy

St Thomas More Catholic Voluntary Academy

For schools that fall under Leicestershire County Council, please visit their website at leics.gov.uk for details on how their waiting lists are maintained.

How does the appeal process work?

If you have been refused one or more of your highest preferred schools, you can appeal to an independent appeal panel. You can only appeal for a place at a school for which you have a current live preference.

If you wish to appeal, it is a good idea to accept the place at the school you have been offered, as this will not affect the outcome of your appeal and will ensure that your child has a school place for the start of term.

During an appeal hearing, you will have the opportunity to put forward your case to an independent appeal panel who will carefully consider the reasons you put forward for seeking a place at your preferred school. This is an independent body that is not bound by the council's admission priorities, or the published admission numbers. The panel's decision is binding on the council and on parents/carers.

If your appeal is unsuccessful the authority will not normally consider a further appeal for the same school for entry in the same

academic year unless there has been a significant change in your circumstances.

Full details of the appeal process, including deadlines for appealing can be found on our website at leicester.gov.uk/admissions.

Infant class size appeals

There is a legal limit on the size of infant classes, set at 30 children.

Where classes are at maximum capacity an appeal panel can only agree the appeal if it can be shown that the authority has made a mistake in applying its admission arrangements or has acted unreasonably. Further information on appeals is on our [website](#) along with the rules governing infant class sizes.

We recommend you read this before asking for an appeal. You can also lodge your appeal [here](#).



SECTION 6

In-year fair access protocol

As required by law, Leicester City Council has a fair access protocol with schools. This ensures that vulnerable children who need a school place outside the main admission round are offered one as soon as possible. This can sometimes result in schools going above their published admission number for an established year.

Please contact us if you would like more details about the Fair Access Protocol or a copy of this.



Don't forget to apply by the closing date - **midnight 15 January 2020**

SECTION 7

Travel and transport to school

Will I be offered free transport to school?

It is your responsibility as a parent/ carer to get your child to school. You must think very carefully about the distance and how your child will travel to school. The majority of children are not eligible for free transport to school.

The [policies](#) that apply to school admissions and transport to school operate separately. In particular, if a pupil is offered a place in a preferred school this does not in any way guarantee that transport will be available. If transport to school is an issue for you when applying for a school, you are strongly advised to contact us before stating your preference.

Note: Transport is provided only at the beginning and end of the normal school day.

You will be eligible for free transport to school if:

- Your child is of statutory school age; and
- The school attended is the nearest appropriate one as determined by Leicester City Council; and
- The distance between home and school is more than the statutory walking distance of two miles when aged under eight and three miles when aged eight and over.

However, for pupils aged eight and over, if you receive the maximum amount of Working Tax Credit or your child is entitled to free school meals, they qualify for free transport if they attend the nearest available primary school and it is more than two miles away.

Children with an EHCP who may have no entitlement on distance grounds or normal borough policies will be considered under a separate [policy](#). Transport is provided to the nearest appropriate school, as defined by Leicester City Council, with regard to a child's particular needs.

Full details of the transport policies and how to apply are available at leicester.gov.uk/admissions

Some of the terms we use

Looked after and previously looked after children

A 'looked after' child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services function at the time of making an application to the school. A 'previously looked after' child is a child who was looked after but ceased to be because they were adopted or became subject to a residence order or special guardianship order.

Siblings

'Sibling' means a brother or sister, half brother or sister, adopted brother or sister or child of the parent/carer's partner. In every case, the child must be living in the same family unit at the same address.

Multiple births

In the case of twins, triplets or other children of multiple births, if the final place is offered to one child, and the remaining sibling(s) would ordinarily be refused, places will be offered to the remaining sibling(s).

Home address

'Home address' means the child's permanent home address at the time of application. In the case of split households, it is the address of the person who receives the Child Benefit. 'At the time of application' means the closing date for applications (15 January 2020). Informal accommodation arrangements with family and friends are not accepted unless there are very special circumstances and supporting proof is required. An address used for child care arrangements cannot be used as the home address for the purpose of applying for a school place.

Useful websites

Leicester City Council, schools admissions

leicester.gov.uk/admissions

Ofsted (The Office for Standards in Education)

ofsted.gov.uk

Office of the School's Adjudicator
schoolsadjudicator.gov.uk

Local Government Ombudsman
lgo.org.uk

Independent Schools Council
information service

isc.co.uk

Department for Education (DfE)
dfe.gov.uk

Other information

Children of UK service personnel

We will follow the School admissions code when allocating places for armed forces personnel. The code can be found at gov.uk/government/publications/school-admissions-code

SECTION 8

School meals

Leicester schools follow strict guidelines set by the government when preparing food, providing children with a healthy tasty meal each school day.

A healthy and tasty vegetarian option is available on a daily basis in every school. Primary menus currently consist of two meat options and two vegetarian options.

Copies of current meal menus can be found at leicester.gov.uk/schoolmeals.

Free school meals

Children in reception, year 1 and year 2 automatically get free school meals.

Your child may also be eligible for free school meals beyond year 2 if you receive certain benefits such as:

- Income support
- Income-based jobseeker's allowance
- Income-related employment and support allowance
- National asylum seeker support
- Child tax credit (provided you're not also entitled to working tax credit and have an annual gross income of no more than £16,190)
- The guaranteed element of state pension credit
- Working tax credit run-on - paid for four weeks after you stop qualifying for working tax credit
- Universal Credit with annual net earned income of less than £7,400.

How to apply for free school meals

You should only apply for free school meals if you receive one of the benefits listed. For universal infant free school meals, speak to your child's school.

You can apply online at leicester.gov.uk/freeschoolmeals or call 0116 454 1009 (option 3). Make sure you have your national insurance number when you call.

Don't forget to apply by the closing date - **midnight 15 January 2020**



leicester.gov.uk/admissions

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