

Oasis Academy Shirley Park Primary. Admission Arrangements - 2025-26

Introductory Statement

Oasis Academy Shirley Park Primary is an academy where all young people are given the opportunity they deserve to make excellent progress and fulfil their full potential. Oasis Academy Shirley Park Primary is a fully inclusive academy, accepting children of all abilities, of any faith or none.

Application Process

We welcome initial enquiries from parents and carers who would like information regarding admissions to the Academy in-year, and our waiting lists.

In the first instance, please contact the Academy office regarding admissions via telephone 0208 662 7310; alternatively call into Main Reception between 8.00 am and 4.00 pm at either of our campuses, or email: info@oasisshirleyparkprimary.org

Nursery:

Oasis Academy Shirley Park Primary's Little Acorns Nursery is where all young people are given the care, support, and opportunity to develop and grow in a safe and encouraging environment, and prepare them for their step into life at school.

Little Acorns Nursery has a pre-school class for 3 and 4 year-olds. Children can start in our Nursery pre-school classes the September after they turn 3.

The Nursery has an admission number of 60 part time spaces. We do offer 30-hour funded spaces, as well as top up. The Academy will accordingly admit this number of students if there are sufficient applications.

If you are a parent or carer and wish to apply for a place in Little Acorns Nursery for the following September, you will need to complete our Application Form available on our website or from our primary site office reception.

The closing date for applications for 2025-26 is 15th January 2025. The process of allocating places will begin after this date, and you will be sent a letter or email from the Academy by 29th February 2025.

For more information, please contact info@oasisshirleyparkprimary.org. Application forms must be returned to the Academy Reception.

Please note children who have a place at our Nursery do not automatically move into our Reception classes. Parents and Carers must apply for a Reception place via Croydon Local Authority admissions service.

Nursery Funding

Depending on your circumstances, you may be eligible for 30-hours free childcare through the Nursery Education Fund (NEF). Please visit the Government advice website <https://www.gov.uk/30-hours-free-childcare> for more information. If you believe you are eligible, please let the Academy know when you make your application.

Late Nursery Applications

All applications received by the Academy after the deadline will be processed after those received on time. If, following consideration of all applicants the Academy is oversubscribed, parents/carers may request their child is placed on the Academy's waiting list.

Reception

Arrangements for applications for places to Reception at the Academy will be made in accordance with Croydon Local Authority co-ordinated admission arrangements and will be made on the Common Application Form provided and administered by Croydon Local Authority.

Please access the application form by visiting Croydon Local Authority website <https://www.croydon.gov.uk/education/schools-new/school-admissions>.

The Academy has a Published Admission Number (PAN) of 90 students in Reception. The Academy adhere to the statutory infant class size limit of 30 students per class.

The closing date for applications for 2025-26 is 15 January 2026*. The process of allocating places will begin from 16 January 2025*. You will be sent an email from Croydon Local Authority on the evening of 17 April 2025* detailing the outcome of your application. You must accept or decline the place offered within 14 days of receiving the contact from the Croydon Local Authority. (All dates with a * may be subject to change as these are determined by the Local Authority).

In the event of oversubscription any remaining places will be offered strictly in line with the oversubscription criteria set to the overall size of the year group of 90.

Waiting Lists

Subject to any provisions regarding waiting lists in the Croydon Local Authority's co-ordinated admission scheme, the Academy will operate a waiting list.

Where in any year the Academy receives more applications for places than there are places available, a waiting list will operate for at least one term after the admission date. This will be maintained by the Academy until the end of the academic year in which the application was made and it will be open to any parent/carer to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out within these arrangements. Each child added will require the respective year group waiting list to be ranked again in line with the published oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Nursery

The Nursery waiting list for Oasis Academy Shirley Park Primary is held and maintained by the Academy.

Reception

The Reception waiting list for Oasis Academy Shirley Park Primary is held and maintained by Croydon Local Authority.

In year applications

For applications received upon the academic year being underway, in the event there are no spaces available your child will need to join Oasis Academy Shirley Park Primary's waiting list. The waiting list is held and maintained by Croydon Local Authority.

Oversubscription Criteria and Tie Break

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

1. Children in public care (looked after children and previously looked after children).

Looked after children are children who are in the care of local authorities as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to a school.

Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Any application made within the "looked after" category must be supported by a letter from the relevant LA (Children's Services) Department.

If applying under the "previously looked after children" criterion a copy of the adoption or special guardianship order must also be supplied.

2. Children whose sibling(s) currently attend the Academy and who will continue to do so on the date of admission. The term "sibling" means a full, half, adopted or fostered brother or sister. Sibling criteria may apply where, at the time of application, a sibling is expected to be on roll when the child starts at the Academy. If the sibling unexpectedly leaves the Academy after the offer has been made, the place must not be withdrawn on these grounds. The Academy will request proof of relationship.
3. Children whose parent is a member of staff who has been employed by the Academy for two or more years at the time at which the admission application is made, and/or has been recruited to fill a vacant post for which there is a demonstrable skill shortage. This applies to all substantive roles within the academy.
4. Children who live nearest to the Academy are calculated using the Local Authority's computerised system. The distance will be measured in a straight line from the child's home address* to the designated entrance(s) of the Academy using a computerised measuring system (GIS) and geographical reference points as provided by the National Land and Property Gazetteer (NLPG). Those living closer to the school will receive higher priority. If a child lives in a shared property such as flats, the geographical references will

determine the start point within the property boundaries to be used for distance calculation purposes. If two or more children live the same distance then random allocation will be used to allocate the final available place(s). This will be independently verified.

The distance is measured from the front gate of the Long Lane Site (Longhurst Road).

Late applications:

All applications received by Croydon Local Authority admissions service after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the Academy is oversubscribed, parents/carers may request their child is placed on the Academy's waiting list.

For more information on late applications, please visit Croydon Local Authority's website - <https://www.croydon.gov.uk/education/schools-new/school-admissions/how-to-apply/faqs/waiting-lists>

Admission of Children Outside Their Normal Age Group

Children are normally educated alongside others of their age group. In exceptional circumstances however, a parent/carer may request a place outside of their child's normal age group. All applications requesting a child to be educated outside of their normal year group must include a detailed written explanation of why this is necessary, and where applicable provide recent professional evidence to support this.

When such a request is made, the Academy trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the view of the Principal and any supporting evidence provided by the parent/carer.

In the first instance, please utilise the following contact point:

info@oasisshirleyparkprimary.org

Applicants Living Outside the Local Authority

Parents and Carers living outside the Local Authority, where the academy is located, should use the Common Application Form provided by their home Local Authority.

Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Appellants should access the following link for all information regarding appeals and the timetable for the appeal process:

<https://www.oasisacademyshirleyparkprimary.org/admissions/how-to-apply/appeals>

Notes/Definitions

* Home Address:

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

Siblings:

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

Tie Breaker:

If there are more children who have equal ranking based on the over subscription criteria than there are places remaining within each criterion, the children will be ranked according to proximity of their home address to the Academy with the child living nearest being ranked higher. Distance will be calculated using the Local Authority's computerised system (GIS). If two or more children live the same distance then random allocation will be used to allocate the final available place(s). This will be independently verified.

Fair Access Protocol:

The Academy participates in the LA's Fair Access Protocol to ensure that unplaced and vulnerable children, and those who are having difficulty in securing a school place in-year, are allocated a school place as quickly as possible. This is in accordance with Section 3: points 3.9 – 3.15 of the School Admission Code 2021. Admitting students under the protocol may require the Academy to admit above the planned admission number for the relevant year group.