The Howard Partnership Trust

Eastwick Infant School

Admission Arrangements for entry to Reception in September 2026

The school admits children without reference to aptitude or ability. and with due regard in meeting the obligations under the Equality Act 2010.

The Published Admission Number (PAN) for entry to Reception in September 2026 is 82.

To be considered on time, applications must be submitted to a child's home local authority by 15 January 2026. Applications for the school will be processed in line with Surrey County Council's published co-ordinated admissions scheme for 2026-2027.

Children with an Education, Health and Care Plan (EHCP) that names the school will be allocated a place before other children are considered. In this way, the number of places available will be reduced by the number of children with EHCPs that have named the school.

Where the number of applications exceeds the PAN, applicants will be prioritised in line with the following oversubscription criteria:

1. **First priority: Looked after and previously looked after children (see Note 1)**
2. **Second priority: Children with an exceptional social/medical need (see Note 2)**
3. **Third priority: Children with siblings at the school (see Note 3)**
4. **Fourth priority: All other children, based on a straight line from the child's home address to the defined point of entry to the school (see Note 4)**

Tiebreak

If there is oversubscription within any criterion, priority will be given to children who live closest to the school (see Note 4).

NOTES

Note 1: Looked after children and previously looked after children
Looked after and previously looked after children will be considered to be:

- Children who are in the care of a local authority (LAC) or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989, e.g. fostered or living in a children's home, at the time an application for a school is made; and
- Children who have previously been in the care of a local authority (PLAC) or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989 and who have left that care through adoption, a child arrangements order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989); and
- Children who were previously in state care outside of England and have ceased to be in state care as a result of being adopted, will be considered under this criterion, referred to as internationally adopted previously looked after children (IAPLAC). A child will be regarded as having been in state care outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. The parent/carer will need to provide evidence to demonstrate that the child was in state care outside of England and left that care as a result of being adopted.

Note 2: Exceptional social/medical need
Occasionally there will be a very small number of children whose parents believe their child needs to attend this school due to exceptional social and / or medical circumstances. The exceptional social or medical circumstances might relate to either the child or the parent/carer. Supporting evidence from a professional is required such as a doctor and/or consultant for medical cases or a social worker, health visitor, housing officer, the police or probation officer for other social circumstances. This evidence must confirm the circumstances of the case and must set out why the child should attend this school and why no other school could meet the child's needs.

Providing evidence does not guarantee that a child will be given priority under this criterion. In each case a decision will be made based on the merits of that case and whether the evidence demonstrates that the child must attend this school due to their circumstances. Common medical conditions and allergies must be supported in all mainstream schools, therefore priority under this criterion would not normally be given for these conditions. In addition, routine childminding arrangements will not normally be considered to be an exceptional reason for placement at this school.

Note 3: Siblings
A sibling will be considered to be a brother or sister (that is, another child of the same parents), a half-brother or half-sister, a step-brother or step-sister or an adoptive or foster sibling living as part of the same family unit at the same address.

For a child to be considered under a sibling criterion, their sibling must be on roll at either Eastwick Infant School or Eastwick Junior School at the time of the application and expected to still be on roll at the point the child is due to start.

Giving sibling priority has the effect of maximising the opportunity for children in the same family to be educated at the same school or at a school which operates shared sibling priority.

Note 4: Distance Measurements & Tiebreakers

Where any category is oversubscribed, applicants will be ranked according to the straight line distance that they live from the school, with priority being given to children who live closest to the school. Home to school distances are measured in a straight line from the address point of the child's home, as set by Ordnance Survey, to the defined point of entry school gate for students to use. The measurement does not take into account the mode of transport used. This distance will be calculated using Surrey County Council's Admissions Team's Geographical Information System.

If, within the category above there are more children than places available, any remaining places will be offered to children who meet this criterion on the basis of proximity of the child's home address to the school. Where two or more children are deemed to be equidistant, random allocation will be used to determine priority.

In the case of multiple births, where those children have equal priority for a place, if a place can be offered to at least one child then all children from that multiple birth will be offered a place, even if this is above PAN.

ADDITIONAL CONSIDERATIONS

Starting School

Children are eligible for a full-time school place in Reception in the September immediately following their fourth birthday.

Applicants can defer their child's entry to Reception until later in the academic year but not beyond the beginning of the term after the child's fifth birthday, nor beyond the beginning of the final term of the academic year for which the offer has been made. Applicants may also arrange for their child to attend school part time until their child reaches statutory school age at the beginning of the term following their fifth birthday.

The admission of children outside of their chronological year group

Parents have the right to request for their child to be educated outside of their chronological year group. Whilst there is no statutory duty to agree to such a request, Trustees will consider any such request and a decision will be made based on the circumstances of the case and what is in the best interests of the child.

Applicants must state clearly why they feel admission to a different year group is in their child's best interests and provide what evidence they have to support this.

Applicants who wish for their child to have a decelerated entry to school, i.e. to start later than their chronological age group, should initially apply for a school place in accordance with the deadlines that apply for their child's chronological age. If Trustees agree for the child to have a decelerated entry to the school, the applicant will need to re-apply in the following year and be considered alongside all other applications received for the decelerated cohort. Any place offered cannot be deferred to a different academic year.

Applicants who are applying for their child to have an accelerated entry to school, i.e. to start earlier than other children in their chronological age group, must initially apply for a school place at the same time that other families are applying for that cohort. If Trustees agree for the child to have an accelerated entry to the school, the application will be processed. If it is not agreed, the applicant will have the option to apply again in the following year for their child's chronological age cohort.

More information on educating children out of their chronological year group is available at www.surreycc.gov.uk/admissions

Home address

The child's home address excludes any business or childminder's address and must be the child's normal place of residence. It also excludes a relative's address unless the child lives at that address as their normal place of residence. In the case of formal equal shared custody, it will be up to the parent/carer to agree which address to use; in other cases, it is where the child spends most of the time. Where a child spends their time equally between their parents/carers and they cannot agree on who should make the application, we will accept an application from the parent/carer who is registered for child benefit. If neither parent is registered for child benefit, we will accept the application from the parent/carer whose address is registered with the child's current school or nursery.

A temporary address will not generally be accepted if the main carer of the child still possesses or rents a property that has previously been used as a home address, nor will a temporary address be accepted if it is believed it has been used solely or mainly to obtain a school place when an alternative address is still available to that child.

The address to be used for the initial allocation of places will be the child's home address at the closing date for application. Changes of address may be considered in accordance with Surrey's Coordinated Admission Scheme if there are exceptional reasons behind the change, such as if a family has just moved to the area. The address to be used for waiting lists, after the initial allocation, will be the child's current address. Any offer of a place on the basis of address is conditional upon the child living at the appropriate address on the relevant date. Applicants have a responsibility to notify the school and Surrey County Council of any change of address. For children of UK service personnel and the Crown, an address may be one that is to be used in the future or a unit or quartering address.

Waiting Lists

Where there are more applicants than places available, waiting lists will operate for each year group according to the oversubscription criteria without regard to the date the application was received or when a child's name was added to the waiting list. Any time a new child is added to the waiting list they will be prioritised according to the oversubscription criteria and the list re-ranked accordingly.

Waiting lists will operate until the end of the 2026-2027 academic year. Where applicants wish to remain on the waiting list for the following academic year, they must contact the school's Admissions Officer before the end of the 2026-2027 academic year.

Late Applications

Late applications, those received after the national closing date, will be considered in accordance with Surrey's Co-ordinated Admission Scheme.

In Year Applications

Applications for admission to Reception which are received after 31 August 2026, and those made for entry to Years 1 and 2, will be considered in-year applications. Where there are more applications than places available, in-year applications will be prioritised in line with the published oversubscription criteria previously set out in this document.

Details of how to submit an in-year application are set out on the school's website - https://eastwickschools.uk/