



## **King David Primary and Nursery School**

### **Admissions Policy**

**Adopted by Governors: March 2026**

## **Admissions arrangements**

King David School is a Voluntary-Aided Primary School, and its foundation body is the Birmingham Hebrew Congregation. The admissions authority for the school is the Board of Governors. The admissions authority has delegated administration of the admissions process to the Headteacher and the school office.

The admissions process for King David School is part of the Birmingham Local Authority coordinated admissions scheme. To apply for a place at King David School in the normal admissions round, an application must be made using the school admission application process of the local authority in which you live, naming King David School on the application form. An Additional Information Form, available from the school office, must also be completed and returned directly to the school.

All applications which are submitted on time will be considered at the same time, after the closing date.

Although the ethos of the school is Orthodox Judaism, King David admits children of every faith and none. The school was founded by the Birmingham Hebrew Congregation to provide education for children of Jewish families. As a Jewish school, we aim to provide a Jewish education for all pupils. At a Jewish school, Jewish doctrine and practice permeate every aspect of the school's activity. It is essential that the Jewish character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Jewish to apply for and be admitted to a place at the school in accordance with the admission arrangements.

## **Reception Class**

The Governors admit 30 children into the Reception class each year. All these children will start school at the beginning of the school year during which they are 5 (i.e. In the September following their 4<sup>th</sup> birthday.)

If there are too many applications for the 30 places, the Governors will decide which children will be offered places according to the following criteria:

- A. \*Jewish children who are looked after\*\* by the Local Authority.
- B. \*Jewish children who have a sibling\*\*\* at the school who will be in attendance at the time of the younger child's enrolment.
- C. \*Jewish children who attended King David Nursery, Birmingham.
- D. \*Jewish children with a sibling who has attended the school.
- E. Other \*Jewish children.
- F. Non-Jewish children who are looked after\*\* by the Local Authority.
- G. Non-Jewish children who have a sibling\*\*\* at the school who will be in attendance at the time of the younger child's enrolment.
- H. Non-Jewish children who attended King David Nursery, Birmingham.
- I. Non-Jewish children with a sibling who has attended the school.

J. Other non-Jewish children.

\* (Jewish applicants are required to complete a *Declaration of Practice of Faith* – available from the school.)

\*\*Children who are looked after or immediately after being looked after became subject to an adoption, child arrangement or special guardianship order. This includes any child/young person who is subject to a Full Care Order, an interim Care Order, accommodated under Section 22(1) of the Children Act 1989, is remanded or detained into Local Authority accommodation under Criminal Law or who has been placed for adoption.

\*\*\*(The Local Authority’s “Sibling” definition has been adopted.)

**Oversubscription**

In the event of the school being oversubscribed by application in any category, places will be offered on the basis of nearest walking distance from either the front or back gates of school to the front door of the applicant’s home address.

Where parents have shared responsibility for a child, and the child lives with both parents for part of the week, then the main residence will be determined as the address where the child lives the majority of the week. Parents may be requested to supply documentary evidence to support the address used.

In a very small number of cases, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place.

**Statutory references**

These admission arrangements are in accordance with DFES School Admissions Statutory Code of Practice 02/2003 recommendations in paragraph 3:14 regarding the admission of pupils in Public Care to Voluntary Aided schools.

Under section 324 of the Education Act 1996 the school will admit children where the school is specifically named within their Educational Health Care Plan.

**Religious criterion**

Following a Court of Appeal hearing in 2009, all Jewish schools have now revised their admissions procedures, regarding Jewish applicants. We have developed a religious practice test based on guidance from the Chief Rabbi. Applicants to the school who wish to be considered Jewish and receive priority in admissions as such, must complete a *Declaration of Practice of Faith*, available from the school. This admissions procedure will be reviewed annually, to ensure it meets the best interests of the school and its pupils.

In the event of a dispute over a family’s Jewishness, the matter will be referred to the Director of Jewish Studies and Chief Minister of the Birmingham Hebrew Congregation, so that he can investigate and collect relevant evidence. However, the ultimate decision regarding admissions remains with the Governing Body.

### **Applications**

The Governors will consider all applications received by the school and will notify parents whether their child has a place or not on a date specified by the Local Authority.

If your application is successful, you will receive information about the school and you will be invited to visit the school.

If your child is unsuccessful you may obtain from the LA information regarding vacancies at other schools in the area. You may request in writing that your child's name is kept on the King David School waiting list.

Parents have the legal right of appeal against a decision not to offer your child a place in the school. An appeal form may be obtained from the school office. A date will be given for its return.

### **Appeals and timetable**

If you decide to make a legal appeal, you should fill in the form and lodge it within 20 school days. The forms will be forwarded to the Chairman of Governors, who will arrange for an Independent Appeal Committee to hear the appeal. The Chairman of Governors will tell you of the arrangements. You and the Governors (as the admission authority) will have the opportunity to send in any papers you wish within a further 10 school days and to attend at the hearing. The clerk will send you the appeal papers within a further 5 school days giving at least 10 school days' notice of the hearing.

The Appeal Committee's decision will be provided within 5 school days of the hearing as to whether your child can come to King David School and it is binding in law.

**Other classes** The School's Admission criteria apply to all classes in the Infant and Junior departments. The agreed admission limit for each class is 30 children. Application forms may be completed at any time. If the Governors are unable to offer your child a place you may request that your child's name is kept on the waiting list.

You may appeal at any time, for an Infant or Junior child of any age, if the Governors cannot offer your child a place (for instance, if you have recently moved into the area.)

### **Nursery class**

Not all of the above information is applicable to the Nursery Class.

The Nursery Class has 39 full-time places. Families are entitled to 15 or 30 hours free, depending on your circumstances, delivered as three or five full days. Families have the option of paying to top up this free part-time entitlement, to a full-time place. Children are admitted in the September following their third birthday.

Nursery Class Admissions criteria follow that of the school.

There is a separate application form to be completed and returned to the school office. Parents will be notified of the result on a date specified by the LA.

If your child is offered a place, you will be sent more information and you will be invited to visit the Nursery.

Even if your child comes to Nursery Class, it does not mean that they will automatically be offered a place at the school. You will need to complete a separate application form for a Reception Class place.

If your child is unsuccessful in gaining a place in the Nursery Class, you may request in writing that your child's name be kept on the waiting list in case a vacancy should occur. There is no arrangement for a legal appeal if there is no place for your child.

### **Timing of school entry**

Parents must, by law, ensure that their child is receiving suitable full-time education from the beginning of the term following their child's fifth birthday, when they have begun to be of compulsory school age.

Where a place is offered in the school, the pupil will be entitled to take up that place, on a full-time basis in the September following their fourth birthday.

A child's parents may defer the date at which their child, below compulsory school age, is admitted to the school, until later in the school year, but not beyond the point at which they reach compulsory school age and not beyond the first day of the summer term.

A child may take up a part-time place until later in the school year, but not beyond the point at which the child reached compulsory school age.

Upon receipt of the offer of a place a parent should notify the school as soon as possible that they wish to either defer their child's entry to the school or take up a part-time place.

The parent of a child whose fifth birthday falls during the summer term who wishes to defer their child's admission until the beginning of the following academic year (when the child will have begun to be of compulsory school age) will therefore need to make a separate in-year application for a place in Year 1 at the school. Any Reception class place offered following an application made for the current admission round will be withdrawn if the child does not take up that place by the first day of the summer term of the relevant year.

### **Applications for children to be admitted into a class outside of their normal age-group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or that the child is summer born, i.e. a child born between 1st April and 31st August. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Board of Governors for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Board of Governors will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Board of Governors and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Board of Governors and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. delaying to a future Reception class, then the original application is withdrawn and the parents must submit a fresh application for their preferred class when applications open in the normal applications process in the autumn term. Please note that parents only have the right to reapply for a place. Where the Board of Governors agrees to consider an application for Reception the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>