



King David Primary and Nursery School

Admissions Policy 2028-2029

Adopted by Governors: December 2026

1. Purpose and statutory framework

This policy explains how families apply for places at King David Primary and Nursery School and how places are allocated. King David is a designated Jewish voluntary aided school. The Governing Body is the admission authority and retains responsibility for admission decisions; administration is delegated to the Headteacher and school office.

The arrangements operate within the School Admissions Code 2021, School Admission Appeals Code 2022, School Standards and Framework Act 1998, Children and Families Act 2014, Equality Act 2010 and relevant admissions regulations, as amended. Reception admissions are coordinated through Birmingham City Council's scheme for 2028–29.

2. School ethos and access

The school was founded by the Birmingham Hebrew Congregation to provide education for children of Jewish families. Orthodox Jewish doctrine and practice inform school life and education. King David welcomes applications from children of every faith and none.

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.

Where places are available, applicants are admitted irrespective of faith. The published oversubscription criteria apply only when there are more applications than available places. Admission is not conditional on payment, a donation, an interview or an assessment of ability.

3. Reception applications and admission number

The Published Admission Number for Reception in September 2028 is 30. Children born between 1 September 2023 and 31 August 2024 normally enter Reception in September 2028. All children whose Education, Health and Care plan names King David Primary and Nursery School must be admitted. These admissions are made before allocating the remaining places under the oversubscription criteria.

Parents must apply through the local authority where they live, naming King David as a preference. Birmingham residents apply through Birmingham City Council; residents elsewhere apply through their home local authority. A school supplementary form does not replace this application. Nursery attendance does not provide an automatic Reception place.

The closing date is 15 January 2028 and National Offer Day is 16 April 2028 or the next working day where that date falls on a weekend or bank holiday. All on-time applications are considered together. The home local authority communicates the coordinated offer. Parents should respond by the date in their offer letter. Late applications and changes of preference are dealt with under the published Birmingham coordinated scheme and the home local authority's procedures.

4. Supplementary information and faith priority

The school's *Additional Information Form and Declaration of Practice of Faith* are available from the school office. Parents seeking Jewish faith priority must return the Declaration, with the evidence required by the published form, directly to the school by 15 January 2028 for the normal Reception round. For in-year applications, it should accompany the application. Only information necessary to apply the published criteria may be requested.

For these arrangements, a Jewish applicant means an applicant who meets the published religious practice test in the Declaration of Practice of Faith. Priority is based on religious practice, not ethnicity, descent or racial origin. The Declaration sets out the qualifying activities, thresholds, relevant dates and acceptable verification clearly and forms part of the admission arrangements. The Governing Body has regard to lawful guidance from the relevant Jewish religious authority when setting faith criteria. The Director of Jewish Studies and Chief Minister of the Birmingham Hebrew Congregation may advise on evidence against the published test. The Governing Body remains responsible for decisions and must not substitute an unpublished test or discretionary judgement about a family's Jewish identity.

Failure to submit a supplementary form does not invalidate a local authority application. The application will be considered using the information available; if the published faith test is not evidenced, it cannot receive Jewish faith priority. Other evidenced priorities remain applicable.

5. Oversubscription criteria

After admitting children whose EHC plan names the school, remaining places are allocated in the following order. Within each category, the distance tie-break in section 7 applies.

- A. Jewish looked-after and previously looked-after children, including qualifying children adopted from state care outside England.
- B. Jewish children with a sibling in Reception to Year 6 who will still attend the school when the applicant enters.
- C. Jewish children who have attended King David Nursery, Birmingham.
- D. Jewish children with a sibling who previously attended the school.
- E. Other Jewish children.
- F. Other looked-after and previously looked-after children, including qualifying children adopted from state care outside England.
- G. Other children with a sibling in Reception to Year 6 who will still attend the school when the applicant enters.
- H. Other children who have attended King David Nursery, Birmingham.
- I. Other children with a sibling who previously attended the school.
- J. All remaining children.

In categories F to J, "other" means applicants who do not qualify for Jewish faith priority under section 4. Nursery priority applies equally to children attending funded hours and those attending additional paid hours. No preference is given for paying fees, attending more hours or making financial contributions.

6. Definitions and evidence

Looked after and previously looked after children

A looked-after child is a child in the care of a local authority or provided with accommodation by a local authority in the exercise of its social services functions, within section 22(1) of the Children Act 1989, at the time of application.

Previously looked-after children are children who were looked after in England and ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order immediately after being looked after. Adoption includes orders under the Adoption Act 1976 and Adoption and Children Act 2002. A child arrangements order determines with whom a child lives or is to live; a special guardianship order appoints a special guardian under section 14A of the Children Act 1989.

The definition also includes children who appear to the admission authority to have been in state care outside England and ceased to be in state care because they were adopted. State care outside England means care by a public authority, religious organisation or another provider whose sole or main purpose is to benefit society. Relevant evidence of care status and the order or adoption may be requested; evidence for overseas cases is considered fairly against this definition.

Siblings

Consistent with Birmingham's sibling definition, siblings are children living at the same address who are brothers or sisters, half-brothers or half-sisters sharing one parent, adopted or foster brothers or sisters, or stepbrothers or stepsisters. Children brought together as a family through a parent's marriage or civil partnership and living at the same address are included. Cousins and other children living together as an extended family are not siblings. Evidence of the relationship may be requested.

For categories B and G, the sibling must be on roll in Reception to Year 6 and expected to remain on roll at the applicant's admission. Attendance in Nursery alone does not qualify. Categories D and I cover a sibling who previously attended Reception to Year 6 at King David; there is no requirement that the former pupil still attends. The same relationship and household definition applies.

Home address

The address used is the child's genuine principal home, where they normally live, rather than a relative's address, a childcare address or an address used only to obtain a place. Parents must provide accurate address information and notify the school and home local authority of changes.

Birmingham's published proof-of-address requirements apply through the coordinated process. Shared-care and disputed-address cases will be resolved with Birmingham School Admissions under its published address procedures before distance ranking; the address yielding the greater admissions advantage cannot simply be selected.

7. Distance and final tie break

Within each category, priority is given to applicants living nearest the school, measured in a straight line in metres using Birmingham City Council's admissions distance measurement system, between the child's home address point and the agreed school site point at the main entrance to the school building, 250 Alcester Road, Birmingham B13 8EY.

If applicants remain tied for the final available place, random allocation will be used among those tied applicants, supervised by a person independent of the school. Each tied applicant will have an

equal chance and the process and outcome will be recorded. A fresh random allocation will be undertaken for each subsequent waiting-list offer where an unresolved tie remains.

Where an additional twin or child from a multiple birth is admitted because another child from that birth is admitted as the final permitted pupil, the statutory infant class-size exception applies. The admission authority will consider these cases under the applicable regulations rather than treating the numerical limit as an absolute prohibition.

8. Waiting lists

A clear, fair and objective Reception waiting list will be maintained until at least 31 December 2028. Parents who wish their child to be included should contact the school office; the school will explain any Birmingham waiting-list administration requirements. Joining a waiting list does not replace making an application or remove appeal rights.

Waiting lists are ranked using the published oversubscription criteria and tie-breaks and are reranked whenever a child is added or relevant circumstances change. Time spent on the list and the date of application do not confer priority. A child's position can rise or fall. Looked-after and previously looked-after children and children allocated under Birmingham's Fair Access Protocol take precedence over those on a waiting list as required by the Code.

The school also maintains in-year waiting lists for the remainder of the academic year concerned. Parents must ask to remain on a list for a subsequent academic year. The school office can confirm the current position and arrangements after 31 December for Reception.

9. In year admissions

Parents may apply for a Reception to Year 6 place at any time during the school year. In line with Birmingham's direct-application procedure, applications should be made to the school office using the Birmingham in-year application form, available through the council or school. Any supplementary information needed to establish priority should be sent directly to the school. A paper form and a paper copy of the procedure are available on request.

The Governing Body determines applications. If places are available, an offer will be made unless admission would prejudice the provision of efficient education or efficient use of resources. Where there are insufficient places for applicants being considered, the published oversubscription criteria apply.

The Reception PAN does not automatically set a statutory limit of 30 in every later year group. Infant class-size legislation is considered where relevant.

The school aims to issue a written decision within 10 school days and must do so within 15 school days of receiving the application. A refusal will explain the reason, the right to appeal, the deadline and how to lodge the appeal. Parents will not be prevented from applying because a year group is full or told that joining a waiting list is their only option.

The school will notify Birmingham City Council of each application and its outcome as soon as reasonably practicable, aiming for two school days, and supply vacancy information within two

school days of a council request. Once an offer is accepted, a start date will be arranged as soon as possible. The school participates in Birmingham's Fair Access Protocol.

By 31 August each year, the school publishes the in-year procedure for the following academic year and provides the required information to Birmingham by 1 August.

10. Admission appeals

Parents refused a Reception to Year 6 place have a statutory right to appeal to an independent admission appeal panel. The Governing Body is responsible for arranging a compliant independent panel. The refusal letter will give the reason for refusal, the appeal contact and submission route, and a deadline allowing at least 20 school days from notification to lodge a written appeal. Forms and practical advice are available from the school office.

The annual appeal timetable is published on the school website by 28 February. Appeals for on-time normal-round applications are heard within 40 school days of the appeal deadline. Late normal-round appeals are heard within that period where possible, or within 30 school days of being lodged. In-year appeals are heard within 30 school days of being lodged. Appellants receive at least 10 school days' notice of the hearing unless they agree to shorter notice.

The clerk will explain evidence deadlines and hearing arrangements. The panel's decision is binding. Written decisions are normally sent within five school days of the hearing, unless there is good reason for delay. Where infant class-size legislation applies, the panel's powers to uphold an appeal are restricted; the refusal letter and appeal information will explain this.

11. Starting Reception and deferred entry

A child offered a Reception place is entitled to start full time in September following their fourth birthday. Before compulsory school age, parents may request part-time attendance or defer entry until later in that school year. Entry cannot be deferred beyond compulsory school age or beyond the beginning of the final term of the school year for which the place was offered. Parents should discuss their preferred arrangements with the Headteacher after accepting the offer.

Compulsory school age begins on the prescribed day on or after the fifth birthday: 31 December, 31 March or 31 August. Full-time education is required from the following school term. A deferred place is held within the permitted period. It cannot be carried over automatically into the following academic year.

For summer-born children, born between 1 April and 31 August, parents may choose not to begin school until September following the fifth birthday. Without agreement to admission outside the normal age group, this requires an application for Year 1 and a place is not guaranteed. Parents wishing their child to enter Reception at that point should follow section 12.

12. Admission outside the normal age group

Parents may request admission outside the normal age group, including delayed Reception admission for a summer-born child or where a child has experienced ill health or has previously been educated outside their normal age group. Requests should be sent in writing to the Governing

Body through the school office, explaining the requested year group and reasons, with any supporting evidence parents wish to provide.

Parents should make the request early, preferably before the normal application deadline, and also submit an application for the normal age group to protect that option while the request is considered. Parents do not have to obtain professional evidence that they do not already hold.

The Governing Body will decide each case in the child's best interests, considering parents' views, academic, social and emotional development, relevant medical history and professional views, previous education outside the normal age group, and prematurity, including whether the child would otherwise have fallen into a younger age group. The Headteacher's views will be taken into account.

For summer-born requests, the decision will consider whether Reception or Year 1 best meets the child's needs at the proposed starting date. There is no blanket policy of agreeing or refusing requests and no requirement to demonstrate exceptional circumstances. The school will explain the decision and its reasons in writing, aiming to do so before National Offer Day where the request was made in time.

Agreement to a different year group does not guarantee a place. If delayed Reception admission is agreed, parents must make a fresh application through their home local authority in the appropriate later admissions round; it will be assessed alongside all other applications under the arrangements for that year, without disadvantage because of the age-group request. The original application should be withdrawn only once the agreed route is clear. No place is reserved for the following year.

Parents can appeal a refusal of a school place, but there is no statutory admission appeal solely against a refusal of their preferred year group where a place at the school has been offered. They may raise concerns about the handling of an age-group request through the school complaints procedure.

For a child with an EHC plan, parents should discuss the request with the local authority responsible for the plan.

13. Nursery admissions

Nursery applications are made directly to the school using its separate Nursery application form. The Nursery Class has 26 full-time places. Families are entitled to 15 or 30 hours free, depending on your circumstances, delivered as three or five full days or 5 mornings. Families have the option of paying to top up this free part-time entitlement, to a full-time place. Children are admitted in the term following their third birthday subject to availability of spaces.

Families may access funded early education according to the eligibility rules applying at the time. The school office will explain available sessions, funded hours and any optional paid additional hours. Buying additional hours does not improve priority for Nursery or Reception admission, and funded hours must not be conditional on purchasing extras.

Where Nursery is oversubscribed, the faith, looked-after, sibling and distance priorities in this policy apply, adapted to Nursery entry. Prior attendance at King David Nursery cannot give priority for a child's initial Nursery admission. Accordingly, the Nursery order is A, B, D, E, F, G, I and J from

section 5, with references to the date of entry understood as Nursery entry. EHC plan placements are handled under the applicable statutory duties.

The school notifies parents directly of decisions. Parents may request inclusion on the Nursery waiting list, which is ranked by the applicable priorities rather than time waiting.

Nursery admissions do not carry the statutory school admission appeal right; concerns may be raised through the school complaints procedure. A Nursery place does not guarantee a Reception place: a separate application through the home local authority is always required.

14. Further information

School office: King David Primary and Nursery School, 250 Alcester Road, Moseley, Birmingham B13 8EY

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Birmingham School Admissions: admissions@birmingham.gov.uk

Birmingham admissions information: www.birmingham.gov.uk/schooladmissions