

Hujjat Primary School

Admission Arrangements for 2024/25

Introductory statement

Opened in September 2020, Hujjat Primary School is an inclusive Muslim faith school and welcomes applications from families of all faiths and beliefs. For more information about the school, please visit our website at www.hujjatprimary.org

Hujjat School Trust is the Admission Authority for Hujjat Primary School and is responsible for determining and implementing the admission arrangements.

Reception admission number

Hujjat Primary School has an admission number of 60 for entry in Reception 2024.

The school will therefore admit this number of pupils each year if there are sufficient applications. Where fewer applicants than the published admission number for the relevant year group are received, the school will offer places at the school to all those who have applied.

In cases where the 60th child is the first twin or a multiple birth, the other twin or siblings will be admitted as an exception to the infant class size rule.

Application process for admission into Reception 2024

All admissions to Hujjat Primary School are dealt with by London Borough of Harrow Admissions Department. For more information please visit the Harrow Local Authority website by clicking on the link below:

https://www.harrow.gov.uk/schools-learning#id-school_admissions

The closing date for applications is **15th January 2024**.

Parents who would like their child to be considered under the Muslim faith criterion should also complete and return a **Supplementary Information Form** to admissions@hujjatprimary.org by 15th January 2024.

Supplementary Information Form: <https://hujjatprimary.org/admissions>

Offers will be made on or about **16th April 2024**.

Inaccurate or false information given on either the Application Form or the Supplementary Information Form could result in the offer of a place being withdrawn.

Oversubscription criteria

If the school receives more applications than places, all children whose statement of Special Education Needs (SEN) or Education, Health and Care Plan (EHCP) names Hujjat Primary School, will be admitted as a priority.

Children will then be admitted under two groups:

Group A

30 places will be allocated to children of the Muslim faith in the following order:

1. Looked after Muslim children and those who were previously looked after Muslim children who have been adopted or have become subject to a child arrangements order or special guardianship order including those who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.¹
2. Muslim children with a sibling who will be in attendance at the school at the time of application and admission.²
3. Muslim children whose parent/carer regularly participates in prayers or religious observances organised by the KSIMCoL Islamic Centre.
4. Muslim children whose parent/carer regularly participates in prayers or religious observances organised by any Mosque/Islamic Centre.
5. All other Muslim children.

Supplementary Information Form

Parents/carers who wish their child to be considered under Priority Group A (the Muslim faith criterion), are required to complete a Supplementary Information Form which is available from the school website www.hujjatprimary.org/apply

The completed form must be returned to the school by **15th January 2024**.

Applicants must ALSO complete the main application form by 15th January 2024.

¹ A looked-after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in their exercise of their social services functions. See the definition in Section 22(1) of the Children Act 1989.

² Siblings refers to full, half, adopted, step, foster children or the child(ren) of the parent's partner. In every case, the child must be living in the same family unit at the same address.

Group B

The remaining places will be allocated to other applicants in the following order:

1. Looked after children and those who were previously looked after children who have been adopted or have become subject to a child arrangement order or special guardianship order.
2. Children with a sibling who will be in attendance at the school at the time of application and admission. (See Note 2)
3. 50% of the remaining places will be allocated to children who live nearest to the school from their permanent home. In the event of an odd number of remaining places, the number allocated under this criterion will be rounded up to the nearest whole number.
4. All remaining places will be allocated by random computer selection.

Allocation of places if either Priority Group A or Priority Group B are undersubscribed

If after the admission of children with a statement of special education needs or an education, health and care plan, fewer than 30 of the remaining children qualify for admission under Priority Group A, additional places will be offered using the criteria listed under Priority Group B until the admission number of 60 is met.

If, after the admission of children with a statement of special education needs or an education, health and care plan, places are still available under Priority Group B, the remaining places will be offered to applicants who were not allocated a place under Priority Group A. These applicants will be considered using the oversubscription criteria for Priority Group B until the admissions number of 60 is met.

Tie-break

If any criteria within Priority Group A and/or Priority Group B becomes oversubscribed, then priority will be given to those children who live nearest to the school. If the distance is the same then independently verified random computer selection will be used as a tie-breaker.

Distance will be measured from the child's address to the school using the London Borough of Harrow's school distance calculator.

Address

The address given for the child must be where the child lives permanently with their parent/carer. If parents share custody, the Admission Authority may require evidence to determine where the child resides during the week. If there is joint custody, the address at which the child is registered with their GP will be used.

Late applications

All applications received after the deadline will be considered as late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

Deferred entry for infants

Parents offered a place in reception for their child have a right to defer the date their child is admitted, or to take the place up part-time, until the child reaches compulsory school age. Places cannot be deferred beyond the beginning of the final term of the school year for which the offer was made.

Children reach compulsory school age on the prescribed day following their 5th birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 August, 31 December and 31 March.

Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group if, for example, the child is gifted and talented or has experienced problems such as ill health. Parents of Summer born children (born between 1st April and 31st August), may also choose not to send their children to school until the September following their 5th birthday and request that they are admitted out of their normal age group – to Reception rather than Year 1.

When such a request is received, the admissions authority will make a decision on the basis of the circumstances of each individual case and in the best interests of the child concerned, taking into account the views of the head teacher, parent's views, information about the child's academic, social and emotional development, their medical history and the views of a medical professional where relevant, whether they have previously been educated out of their normal age group and whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

Parents of children seeking admission to Reception in the September after their 5th birthday should submit an application form for the correct year group and also submit a written request to the school Admission Authority.

All decisions will be made based on available information so parents should provide professionally supported evidence to explain why their child's needs cannot be met in the chronological year group.

A response to a request will be provided before the primary national offer day.

Where a parent's request is agreed, they must make a new application the following year as part of the main admissions round, providing a copy of the decision as part of the application. **Please note that the decision to agree the request to make an application outside a child's normal age group does not guarantee that a place will be available. If there are more applications than places, the oversubscription criteria will be applied to all applications.**

Parents do not have the right of appeal against a decision not to accept a request to admit outside of their child's year group.

Waiting lists

The school will operate a waiting list for each year group. Where in any year the school receives more applications for places than there are places available, a waiting list will operate until the end of the academic year. This will be maintained by the school and it will be open to any parent 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. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

Appeals

All applicants who are refused a place have a right of appeal to an independent appeal panel, constituted and operated in accordance with the School Admission Appeals Code.

Information on the appeals process will be posted on our website at www.hujjatprimary.org