Admissions Arrangements for Hackney New Primary School Entry in 2025/2026

Eko Trust is the Admission Authority for Hackney New Primary School. The Trust policy for mainstream schools is to adopt the admission arrangements of the local authority. For Hackney New Primary School this is Hackney Education (part of the London Borough of Hackney), which organises all admissions centrally.

Hackney Education (part of the London Borough of Hackney) is the admission authority for Hackney New primary School. The arrangements outlined here, together with the documents listed below which are available separately, form the admission arrangements for the London Borough of Hackney.

- Hackney Education's Scheme for coordination of admissions to Year 7 and Reception in maintained schools and academies in 2025/26.
- Hackney Education's Scheme for coordinating In Year admissions to maintained schools and academies in Hackney in 2025/26.
- Community School 6th form Admission Arrangements 2025/26.

Community primary school admission criteria
(Reception and In Year admission)

Places will be offered to children using the admissions criteria as set out below. Children with an Education, Health and Care Plan naming a school will be admitted to that school and counted against the admission number. The remaining places will be offered in the following priority order:

1. Looked after children and children who were previously looked after, including children in state care outside of England, but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order.
2. Children subject to a Child Protection Plan[1].
3. Children whose exceptional medical or social needs[2] justify the allocation of a place at a particular school.
4. Children with a brother or sister[3] on roll at the school in Reception to Year 6 at the time of the proposed admission.

In cases where a family has moved address since the last sibling was offered a place and the new address is further away from the school priority will only be given where the new address is within 0.75 miles of the school.[4]

5. Children of staff in either or both of the following circumstances, subject to there being no more than one child offered a place under this priority in each class:

- Where the staff member has been employed at the school for two years at the time of the application for (admission) and/or
- The staff member has been recruited to fill a vacant post for which there is a demonstrable skills shortage

6. Applicants living nearest to the school. [4]

Community secondary school admissions criteria
(Year 6 to 7 transfer and In Year admission)

Children transferring from Year 6 to secondary school will take the Cognitive Abilities Tests (CAT 4) designed by GL Assessments for the purpose of fair banding. The test is not an entrance examination that pupils pass or fail. The test is not a form of academic selection as no applicant is excluded from consideration on the basis of the test results. The test is a way of ensuring that schools admit children of all abilities.

Hackney Education may seek other evidence of a child's academic ability, e.g. advice from the primary school teacher or other school professional's assessment, and the school will assign the child to the appropriate band on the basis of the information provided.

Children transferring from Year 6 to secondary school will be placed in one of four ability bands which as far as possible will be of equal size[5] based on the score in the cognitive ability tests:

	Stoke Newington	**Haggerston**	**Score range by band**
	No. of Places	**No. of Places**	
Band A	63	45	The minimum and maximum scores for each band are determined using the range of scores of the tests undertaken each year.
Band B	64	45	
Band C	64	45	
Band D	64	45	

Year 6 children will be ranked in each band according to the following admission criteria. In Year applications will not be divided into bands as described above but will be ranked as one group according to the following admission criteria.

Children with an Education, Health and Care Plan naming a school will be admitted to that school and counted against the overall admission number. Where such children have taken the cognitive ability test they will be assigned to the relevant band based on their test score.

Places will then be offered to the same number of pupils in each band in the following priority order:

1. Looked after children and children who were previously looked after, including children in state care outside of England, but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order[1].
2. Children subject to a Child Protection Plan[1].
3. Children whose exceptional medical or social needs[2] justify the allocation of a place at a particular school.
4. Children with a brother or sister[3] on roll at the school in Years 7 to 13 at the time of the proposed admission.
5. Children of staff in either or both of the following circumstances subject to there being no more than one child offered a place under this priority in each class
    a. Where the staff member has been employed at the school for two years at the time of the application for (admission) and/or
    b. The staff member has been recruited to fill a vacant post for which there is a demonstrable skills shortage
6. Applicants living nearest to the school[4].

Notes

[1] Confirmation/evidence from the parent/carer or from Children's Social Care must be provided to the Admissions Team before a child can be prioritised under criteria 1 or 2. Evidence can include a copy of the adoption, special guardianship, child arrangements order, child protection plan or a letter from the child's social worker confirming their status.

Children who were not looked after immediately before being adopted or made the subject of a child arrangement order or special guardianship order, will not be prioritised under this rule.

Definitions

Looked After Child *- A looked after child is a child in the care of the local authority or provided with accommodation by them in the exercise of their social service function (see definition in section 22(1) of the Children Act 1989*

Special Guardianship Order *– is an order under the terms of the Children Act 1989 s.14A which defines it as an order appointing one or more individuals to be a child's special guardian(s)*

Child Arrangement Orders *– is an order under the terms of the Children Act 1989 s.8 settling the arrangements to be made as to the person with whom the child is to live.*

[2] Evidence from the parent/carer must be provided to the Admissions Team which specifically outlines the child's medical/social condition, the effects of the condition and why the child needs to attend a particular school. The evidence should also include detailed knowledge of the school in terms of resources and organisation which demonstrate that the child can only attend the specific school and why no other school is suitable. A parent's medical need cannot justify a place at a particular school but a child could have a social need arising from a parent's medical need.

It is the parent/carer's responsibility to provide evidence to support the claim and this must be submitted with the application by the closing date. If evidence is submitted after the closing date, it may not be possible to consider it in time for National Offer Day but it will be considered for offers made after this date. If the box on the application form is ticked but evidence is not submitted, the application will not be considered under this criterion and a reminder will not be sent to submit evidence.

[3] A brother or sister must live permanently at the same address as the child for whom the application is being made. This includes a half brother or sister, step brother or sister or a foster brother or sister who lives permanently as a family unit at the same address. The sibling must be on the roll of the named school at the time the younger child starts or have been offered and accepted a place.

[4] Distances will be measured in a straight line from the child's home address to the main entrance of the school using eastings and northings and a computerised measuring system. Eastings and northings are geographical references provided by the National Land and Property Gazetteer (NLPG). They are not necessarily located to the front door of the home address. In the case of a number of addresses in a block with the same easting and northing geographical reference, the children's ranking will be determined by random allocation. If two or more applicants live exactly the same distance from the school, the place will also be allocated by random allocation.

[5] Where it is not possible to offer the set number of places to a band because there are no applicants waiting for a place, the remaining places will be distributed equally between the bands that still have children waiting to be offered a place. Where an equal distribution of places is not possible, offers will be made to the band(s) with the highest number of applicants still waiting for a place.

Example:

	Set no. of places	No. of offers	No. of vacancies	No. of applicants waiting	New no. of places (after redistribution)
Band A	45	41	4	0	41
Band B	45	45	0	12	46
Band C	45	45	0	15	46
Band D	45	45	0	25	47
Total	**180**	**176**	**4**	**52**	**180**

Hackney Education's explanatory notes and definitions

Tie Breaker

Distance[4] will be used as a tie-breaker. If two applicants live exactly the same distance from the school the allocation of the place will be determined by random allocation.

Random allocation will be managed by every preference being assigned an individual random number (between 1 and 1 million) as the application is processed and the applicant with the lowest random number is given priority.

Under criterion 5, if there is more than one applicant qualifying for the same class, the allocation of the place will be determined by random lottery as described above.

Multiple Births

Hackney Education (HE), as the admission authority will admit over the school's published admission number when a single twin/multiple birth child is allocated a place at a school.

UK Service Personnel and Crown Servants

In the case of UK service personnel with a confirmed posting in the area or crown servants returning from overseas who will reside in Hackney, we will allocate a school place on the basis of the family's intended future address. For UK service personnel the application must be accompanied by an official letter declaring a relocation date and unit address or quartering address in Hackney. The required evidence from crown servants will be dealt with on a case by case basis however proof of the intended future address and return date must be provided. Once the intended address is agreed as a Hackney address, the application will be treated as for any other Hackney resident in accordance with published admission arrangements.

Age of Admission for Reception applications

All Hackney primary schools provide for the full-time admission of all children offered a place in the Reception year group from the September following their fourth birthday.

Parents can delay the date their child is admitted to school until later in the same academic year or until the term in which the child reaches compulsory school age, which is the term after their 5 th birthday. However, summer born children are only able to "delay" entry to Reception class until the beginning of the summer term of the school year for which the offer was made, i.e. – April 2026.

Where parents wish, children can also attend part-time until they reach compulsory school age. Any parents wishing to take up a part-time place or delayed entry should contact the individual school(s) to discuss their child's requirements.

Applications for summer born children to be admitted outside their normal age group

Children born between 1 April 2021 and 31 August 2021 are categorised as "summer born". Applicants who do not believe that their summer born child is ready to join Reception in September 2025 and wish to defer their start to September 2026 must apply in the normal way for a reception place to start in September 2025 and also submit a request for deferral by 15 January 2026. The request may be supported by evidence from relevant professionals working with the child/family that states why it is in the child's best interest to be placed outside their normal age group.

The DfE's most recent guidance on the admission of summer born children (May 2021), states that "in general, children should be educated in their normal age group, with the curriculum differentiated as appropriate, and that they should only be educated outside their normal age group in very limited circumstances". In line with this guidance, requests to be admitted out of cohort will only be agreed where the evidence provided demonstrates clearly that it would be in the child's best interest. If the application is not accepted this does not constitute a refusal of a place and there is no right to an independent statutory appeal.

For community schools, Hackney Education as the admission authority will decide whether the request to defer will be agreed on the basis of the information submitted. Decisions will be taken based on current guidance from the Department for Education (DfE) and the Local Government Ombudsman. For academies and religious schools, the academy trust or governing body will make the decision.

Requests to defer received after 15 January 2025 will be considered until 31 August 2025 only. Requests received after 31 August 2025 will not be considered by Hackney Education. Applicants who decide to request deferral after the start of term must make the request to the headteacher of their child's allocated school.

Further information is available online at education.hackney.gov.uk/deferreception

Applications for children to be admitted outside their normal age group (for In Year, Secondary Transfer and non-summer born Reception applications)

Hackney Education's policy is for children to be educated within their correct chronological year group, with the curriculum differentiated as necessary to meet the needs of individual children. This is in line with DfE guidance which states that "in general, children should be educated in their normal age group". In line with this guidance, requests to be admitted out of cohort will only be agreed where the evidence provided demonstrates clearly that it would be in the child's best interest. If the application is not accepted this does not constitute a refusal of a place and there is no right to an independent statutory appeal.

Applicants who wish to apply for their child to be admitted to a Hackney school out of their normal age group cohort must apply in the normal way, providing evidence at the time of application to support the request from relevant professionals working with their child/family that demonstrates why it is their child's best interest to be placed outside their normal age group cohort.

For community schools, Hackney Education as the admission authority will decide whether the request will be agreed on the basis of the information submitted. Decisions will be based on the individual circumstances of the case including the views of the parents and the views of the headteachers of the preferred schools, the child's social, academic and emotional development and whether the child has been previously educated out of their normal age group cohort. For academies and religious schools the academy trust or governing body will make the decision.

Waiting Lists

After places have been offered, Hackney Education will maintain a waiting list for all community schools. A child's position on a waiting list will be determined by the admission criteria and a child's place on the list can change as other children join or leave it. Hackney Education will contact parents/carers if a vacancy becomes available and it can be offered to a child.

Waiting lists for entry to Reception and Year 7 in 2025 (i.e. coordinated admissions for the normal point of entry) will be maintained until the end of the summer term 2025. Applicants wishing to remain on the waiting list after the end of the summer term must reapply via the In Year application process.

Waiting lists for In Year admission will also be maintained until the end of the academic year. Applicants must reapply via the In Year application process to remain on the list for the following academic year.

It is the applicant's responsibility to remember to reapply. Hackney Education will not contact applicants to remind them to reapply. Please refer to the Hackney Education's schemes of coordination for further information about how waiting lists will be operated for Reception, Secondary and In Year.

Home address

The address provided must be the child's current permanent address at the time of application. At the time of application means the closing date for applications.

The application can only be processed using one address. Where parental responsibilities are equally shared, the child's home address will be considered to be with the parent/carer with whom the child spends the majority of time and nights between Monday and Friday. In the case of a child who spends equal time of the week with each parent, the parents must jointly elect one address for all preferences.

For families permanently living on boats the distance will be calculated using the vessel's long-term/permanent mooring point. For families permanently living on boats without a long-term/permanent mooring the vessel's location in October 2024 (for Secondary Transfer) and January 2025 (for Reception) will be used. This may be confirmed by a site visit carried out by the Admissions team.

Addresses will be checked against council tax and other council records. Where it is not possible to confirm addresses against council records, evidence will be sought directly from applicants. Applicants who have changed address in the previous 12 months who have applied for oversubscribed schools may be asked to complete a questionnaire to prove that they live permanently at the address given on the application. Applicants who obtain places by providing fraudulent information will have their offer withdrawn.

Applying from overseas

Families who currently reside outside the UK but are intending to return to live in Hackney before the start of or during the 2025/26 academic year can apply for a school place but must apply using the overseas address at the time of application.

For In Year applications, an application for a Hackney school place will only be processed for children currently overseas if proof is provided that the child will be resident in Hackney within four weeks. In Year offers are made on the assumption that the child will accept the school place and be on roll within two weeks of the offer date.

All overseas applications will be processed on the basis of the overseas address until proof of residence in Hackney is provided. Home-to-school distance measurements will also be based on the overseas address used at the time of application. This

means that you are unlikely to be offered a place at an oversubscribed school on the basis of distance.

Upon returning to the UK and providing proof of residence, the application will then be considered on the basis of the Hackney address.

In Year Admissions

Hackney Education co-ordinate In Year Admissions for Hackney New Primary School. Information about how to apply and the online application form can be found at education.hackney.gov.uk/in-year The primary and secondary admission arrangements are used to prioritise In Year applications to community schools.

Fair Access

Community schools will admit children under the Fair Access Protocol before those on the waiting list, and over the Published Admission Number (PAN) if required.

PAN

Hackney New Primary School is a mainstream school, for pupils aged 4-11.
The Published Admissions Number ("PAN") for HNPS in 2025/2026 is 50 pupils in Reception.