

LOCAL ADMISSIONS FORUM

Date and Time:- Thursday 12 February 2026 at 10.00 a.m.

Venue:- Virtual Meeting held via Microsoft Teams

The items which will be discussed are described on the agenda below and there are reports attached which give more details.

AGENDA

1. Apologies for Absence
2. Minutes of the Previous Meeting held on 13th November 2025 (Pages 3 – 8)
3. Matters Arising from Previous Minutes
4. Schools Admission Consultation Determination report to approve outcome for the 2027/28 Academic Year (Pages 9 - 24)
5. Update on Admissions and Secondary School Allocations for September 2026
6. School Admission Appeals Update (Pages 25 - 27)
7. Update on School Organisation
8. Update of School Term Dates for 2027/28 (Pages 29 - 31)
9. Update on Fair Access Protocol
10. Dates and Times of Future Meetings

The dates/times of future meetings are proposed as:-

Thursday, 17th June, 2026 at 10.00am

Thursday, 18th November 2026 at 10.00am

Thursday, 3rd February, 2027 at 10.00am



**JOHN EDWARDS,
Chief Executive**

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**LOCAL ADMISSIONS FORUM
THURSDAY 13 NOVEMBER 2025**

Present:- Mrs. I. Hartley (in the Chair); Mrs. M. Gambles, Mrs. R. Hibberd, Mrs. J. Hudson, Mrs. K. Peart, Mr. D. Shenton, Mrs. N. Towers. and Ms. A. Wing.

Also in attendance were:- Ms. S. Gilbert, Mr. C. Stones, Mrs. S. Whitby and Mrs. J. Unwin.

Apologies for absence were received from:- Councillor Cusworth, Mrs. K. Beresford, and Ms. M. Jordan.

34. APPOINTMENT OF CHAIR OF THE LOCAL ADMISSIONS FORUM

Agreed:- (1) That Mrs. I. Hartley be appointed as Chair of the Rotherham Local Admissions Forum for the 2025/26 academic year.

(Mrs. I. Hartley assumed the Chair)

35. APPOINTMENT OF VICE-CHAIR OF THE LOCAL ADMISSIONS FORUM

Agreed:- That Mrs M. Gambles be appointed Vice-Chair of the Rotherham Local Admissions Forum for the 2025/26 academic year.

36. MINUTES OF THE PREVIOUS MEETING HELD ON 13TH FEBRUARY 2025

Consideration was given to the minutes of the previous meeting held on 13 February 2025.

Agreed: That the minutes of the previous meeting held on 13 February 2025 be approved as a correct record.

37. MATTERS ARISING FROM PREVIOUS MINUTES

With regards to Minute No.26 (Membership Review) it was confirmed that a letter of appreciation was issued to Anne Gyte in recognition of her contribution to the Local Admission Forum.

38. MEMBERSHIP OF THE LOCAL ADMISSIONS FORUM

Consideration was given to the membership of the Local Admissions Forum. It was noted that several vacancies remained, and the Forum agreed to continue efforts to secure suitable appointments to fill those positions.

39. LOCAL ADMISSION FORUM TERMS OF REFERENCE, CONDITIONS AND CONSTITUTION

Consideration was given to the Forum's Terms of Reference, which were deemed appropriate and fit for purpose.

The Forum also discussed attendance concerns, noting that some members had missed three consecutive meetings. It was agreed that the Clerk would issue a communication to those members to confirm whether they wished to continue their membership.

Agreed: (1) That the Terms of Reference, as submitted, be considered appropriate and fit for purpose.

(2) That the Clerk issue a communication to members who had missed three consecutive meetings to ascertain if they wished to remain part of the Forum.

40. SCHOOL ADJUDICATOR REPORT FOR 2025

Consideration was given to the Annual School Adjudicator Report for 2025.

Clarification was sought regarding the term "children are admitted in a timely manner." It was explained that schools must respond to admission requests within 15 school days, with referral to the Fair Access process if a child remained unplaced after that period, in accordance with the School Admissions Code.

Allocation through Fair Access must occur within 20 school days, and schools are expected to arrange admission as soon as feasible. The team monitors allocations and follows up where necessary. Where admission is delayed due to parental difficulties or refusal, cases are referred to the Children Missing in Education process.

The Forum was assured that statutory timescales are being met and that a robust tracking and follow-up system was in place.

Agreed: That the Annual School Adjudicator Report 2025 be received and the contents noted.

41. SCHOOL ADMISSIONS PROPOSED ARRANGEMENTS FOR ENTRY IN THE 2027/2028 ACADEMIC YEAR

Consideration was given to a report seeking approval to consult on proposed admission arrangements for community and voluntary controlled schools within RMBC's admission authority.

The proposed RMBC admission arrangements for 2027-28, detailed in

Appendix 1 of the report have been redrafted to reflect three recent school academisations (Anston Park Junior, Bramley Sunnyside and Brinsworth Manor Infant Schools).

There were no proposed changes to the Published Admission Number of any Community or Voluntary controlled schools and no changes to proposed catchment areas.

Changes were proposed to the oversubscription criteria for Community and Voluntary controlled schools to remove the medical and social oversubscription criteria, previously specified at criteria 2 and 3. The decision to consult on this change was ratified by the CYPS DLT on 2nd September 2025 and the rationale for this proposed change was set out in Section 2.5 of the report.

It was explained that the School Admissions Code did not require these criteria statutorily and there had been no evidence to suggest any recent need for their inclusion. Any child with such significant medical or social reasons making attendance at a specified school essential would typically have an Education, Health and Care Plan naming a school.

Retaining these criteria could also raise parental expectations and create ambiguity, as there was no defined benchmark for assessment.

In line with requirements of the School Admission Code, the consultation period for the proposed admissions arrangements was due to run from 1 December 2025 to 19 January 2026. Consultation would be shared with schools and identified stakeholders and made available on the Council's website and publicised through RMBC social media channels.

A parallel consultation on the 'relevant area' was also planned, with no changes to this proposed.

Analysis of the consultation responses would take place between 20-31 January. The proposed admission arrangements would then be presented for formal approval at the Forum's next meeting in February.

During discussion, it was noted that during some admission appeals, the criteria relating to social and medical reasons had caused confusion for parents in the past and the Forum were supportive of the proposed approach to remove those criteria.

Agreed: (1) That consultation commences on the proposed RMBC admission arrangements 2027-28, as detailed in Appendix 1.

(2) That consultation also takes place on the relevant area remaining the whole of Rotherham.

42. SCHOOL ORGANISATION UPDATE

Consideration was given to an update on school organisation where it was noted that Rotherham's Section 106 Education Contributions Policy had been refreshed in August 2025 to align with updated DfE multipliers and cost assumptions.

Agreed: That the update be received and the content noted.

43. ADMISSIONS UPDATE

Consideration was given to the latest admissions update. It was noted that the application window for secondary admissions for the 2026/27 academic year had now closed and the allocation process was now underway.

Despite multiple reminders being issued, 134 applications remained outstanding, including 26 electively home-educated pupils and a small number currently in private education.

For primary admissions, the closing date for applications was confirmed as 15 January 2026, with reminders and follow-up actions being progressed.

In-year applications continued to be received but remained stable, with no major concerns reported.

The Forum discussed barriers to application completion and noted that schools had supported parents through reminders, emails, and assistance with paper applications and online links. Staff had also provided telephone support. Despite these measures, some parents had still not responded

Agreed: That the update be received and the content noted.

44. SCHOOL ADMISSION APPEALS AND PRIMARY & SECONDARY FAIR ACCESS PROTOCOL UPDATE

The Panel considered the submitted report outlining the latest position regarding admission appeals received and the number of appeal hearings taking place. Statistics included data for the full academic years 2022/23, 2023/24, and 2024/25.

Appeal Panel Members were recognised for their continued commitment in supporting the appeal hearing process. Panels had now been secured for November and December, with recruitment ongoing for January appeals. Recruitment of new Panel Members continued to present a challenge. Panel Members had been issued reminders regarding training obligations and the need to complete additional online training as required.

Work was underway to secure an additional Clerk and Panel Members to assist with Group appeals scheduled for next year, following previous difficulties in securing Clerks and Panel Members for consecutive days.

Discussion ensued regarding the comparative position of upheld appeals, focusing on how the current percentage compared to national figures. It was noted that the position remained above the national average and that work was ongoing to address this.

Guidance relating to Infant Class Size appeals had been added to the appeal forms to provide greater clarity for parents regarding the nature and criteria of those appeals.

The Fair Access Protocol for 2024/25 recorded 226 referrals, a reduction from 332 in the previous year. Of the 207 cases required, 137 were secondary age and 70 were primary age.

Movement typically occurred outside normal admission points, where families move into areas where schools are already oversubscribed.

The reduction in referrals may indicate fewer families moving into the area and improved understanding among schools, with emphasis on admitting where possible.

A year-on-year reduction in school appeals may reflect more effective placement through the Fair Access process. Monitoring and review will continue to ensure the process remains robust.

The Chair acknowledged the importance of this function and thanked all involved for their continued efforts.

Agreed: That the update be received and the content noted.

45. ACADEMIES UPDATE - SEPTEMBER 2025

The Forum noted the updated list of Rotherham schools which had converted/about to convert to academies as of October 2025.

It was confirmed that fourteen schools remain maintained. The most recent conversion was Saint Pius X Catholic High School (Playing Field) which took place in September 2025. A small number of other schools were scheduled to convert, although specific dates were not yet known.

Agreed: That the information be received, and the contents noted.

46. TERM DATES CONSULTATION FOR 2027/28

Consultation on the school calendar for the 2027/28 academic year would take place with all schools in January 2026.

It was noted that Rotherham would be consulting on both a traditional calendar, which aligns with Good Friday and East Monday, and a fixed calendar.

Agreed: The calendar update be received and the contents noted.

<h1>BRIEFING</h1>	TO:	Local Admission Forum
	DATE:	12 February 2026
	LEAD OFFICER:	Sarah Whitby Sarah.whitby@rotherham.gov.uk
	TITLE:	Admission arrangements determination and consultation regarding relevant area
1. Background		
1.1	Admission authorities must set ('determine') admission arrangements annually by 28 February, regardless of whether there has been any consultation or changes proposed.	
1.2	As the admission Authority for Community and Voluntary controlled schools, Rotherham has a responsibility to determine the admission arrangements for these schools.	
2. Key Issues		
2.1	The proposed admission arrangements for 2027-28, detailed at Appendix 1 , were consulted upon between 1 December 2025 and 19 January 2026. This consultation was undertaken in line with the requirements of the School Admission Code as it ran for the required 6 weeks between 1 October and 31 January, was distributed to the consultees specified at 1.47 of the Code in addition to being available on the Council's website and publicised through RMBC social media channels. Consultees were invited to respond via an online survey, hosted on the RMBC webpages. Alongside the online survey the proposed arrangements and a consultation document explaining the proposals being consulted upon were available.	
2.2	Parallel consultation in respect of the 'Relevant Area', <i>The area for a school (determined by its local authority and then reviewed every two years) within which the admission authority for that school must consult all other prescribed schools on its admission arrangements</i> , was also undertaken.	
2.3	The changes to the admission arrangements that were consulted upon were as follows: <ul style="list-style-type: none"> • Removal of Anston Park Junior, Brinsworth Manor Infant School and Bramley Sunnyside Juniors from the arrangements following academisation (as RMBC is no longer the admission authority). • Removal of medical and social oversubscription criteria, as previously specified at criteria 2 and 3. The decision to consult on this change was ratified at CYPS DLT on 2 September 2026. The rationale for this proposed change is as follows: <ul style="list-style-type: none"> ➤ The Code does not provide that Social and/ or medical reasons must be included; ➤ any child with such significant medical or social reasons making attendance at a specified school essential is likely to have an Education Health and Care Plan naming the school; ➤ The Code states that 'Oversubscription criteria must be reasonable, clear, objective, procedurally fair, and comply with all relevant legislation, including equalities legislation'. Decisions on the basis of social and medical evidence are made by a panel of Officers in line with guidance. It could be perceived that these 	

	<p>are subjective, the inclusion of these criteria can lead to raising of parental expectations as there is no defined 'benchmark' and a level of disappointment when a place is not allocated. This could lead to a perception amongst applicants that the arrangements are not clear and objective; the last time a place was allocated on such a basis for a Community and Voluntary controlled school was 2016, evidencing that there is no recent need for them to be included.</p>
2.4	<p>Following consultation and current issues raised by the Admissions Team note b) on page 8 of Appendix 1 has been rewritten with clear definitions now added to simplify arrangements where parents have shared responsibility.</p>
2.5	<p>The consultation in respect of the relevant area proposed no changes, and for this to remain as the whole of Rotherham.</p>
2.6	<p>19 responses were received to the online consultation:</p> <ul style="list-style-type: none"> 1 Other Admission Authority in Rotherham 16 parents/ carers 1 School Governor 1 Other <p>The responses are summarised at Appendix 2.</p>
2.7	<p>Following review of the consultation responses, it is proposed that the admission arrangements go forward for determination without any changes from those consulted upon, with the addition noted at 2.4 included. There was no significant level of agreement or disagreement, and some of the concerns commented upon can be resolved separately even with the changes made. A response to these is included in the document at Appendix 2.</p>
<p>3. Key Actions and Timelines</p>	
3.1	<p>The Local Admission Forum, as the delegated decision maker, must formally approve and determine the proposed admission arrangements by 28 February 2024.</p>
<p>4. Recommendations</p>	
4.1	<p>That the Local Admissions Forum formally determine the admission arrangements for 2027-28 for community and voluntary controlled schools, as detailed in Appendix 1.</p>
4.2	<p>That the Local Admission Forum note that the relevant area remains the whole of Rotherham following the period of consultation.</p>

Admissions Arrangements for Entry to Community and Voluntary Controlled Schools 2027/28

Rotherham Metropolitan Borough Council is the admission authority for all community and voluntary controlled schools within the Borough and as such is responsible for setting and applying the admission arrangements for them. Where a school is an Academy, the admission authority is the academy trust. For foundation and voluntary aided schools, the governing body of the school is the admission authority.

Composite Prospectus

The Local Authority is required each year to publish online by 12 September a composite prospectus. This document is a collation of all admission arrangements for schools within the Borough, including those where RMBC is not the admission authority. Information within this document is available to support applicants to understand the admission criteria and Published Admission Number for entry to each school in the Borough and therefore enable parents to make informed decisions about the schools their child may have higher priority for.

The composite prospectus can be found at [Starting Primary School – Rotherham Metropolitan Borough Council](#)

Co-ordinated Scheme

The Local Authority is required to co-ordinate all applications for children resident in the Borough in the normal admissions round and late applications for primary and secondary schools in their area. The normal admissions round is the period during which parents are invited to express 3 preferences for a place at any state funded school for entry to a relevant age group (the age group to which children are normally admitted - Reception year in an Infant, Junior & Infant or primary school and Year 3 in a Junior School). Details of the co-ordinated scheme must be published by 1 January in the determination year (this is the school year immediately preceding the offer year, so for entry to school in 2027/28, the determination year is 2025/26).

Details of RMBCs co-ordinated scheme can be found at [School admissions – Rotherham Metropolitan Borough Council](#)

In Year Applications

The Local Authority is not required to co-ordinate all applications for children requiring a school place outside of the normal admissions round, although in Rotherham most schools choose to be part of the co-ordinated scheme. This means that, if you require a school place for your child at any other point than the normal point of entry (an In Year application or transfer) you are advised to check on [Applying for a School during the School Year – Rotherham Metropolitan Borough Council](#) to ensure you make an application in the correct way.

Timeline for applications for a school place in the normal admissions round

Children do not automatically transfer from one phase of education to another and for all children requiring a place in reception, requiring a transfer from an infant only school to a junior school, and those transferring from primary to secondary an application must be made through RMBCs co-ordinated scheme. This includes children already in a school based nursery who require a place in the reception class.

Parents of children resident in Rotherham are asked to submit up to 3 different preferences for any state funded school they wish their child to be considered for admission to - this can be in Rotherham or any other local authority area. Even if you only wish your child to attend school outside of Rotherham you must still apply to RMBC if your child is a Rotherham resident. All applications for schools in other local authority areas will be transferred to that local authority in line with the co-ordinated scheme.

Relevant age group	Children born between	Application round open	National closing date	National Offer Day
Children entering reception	1 September 2022 and 31 August 2023	October 2026	15 January 2027	16 April 2027
Children transferring from an infant only school to year 3 in a different junior or primary	1 September 2019 and 31 August 2020	October 2026	15 January 2027	16 April 2027
Children transferring from primary to year 7 in secondary	1 September 2015 and 31 August 2016	July 2026	31 October 2026	1 March 2027
Children applying to transfer to a school with an atypical age of admissions in year 9 or 10	Children starting in the school year preceding the school year of admission	Letters issued to parents of Y8 pupils before 12th September 2026.	31 October 2026	1 March 2027

Starting Reception

All children are entitled to start school full time in reception in the September following their fourth birthday, where an application has been made and a school place offered. Parents can request that:

- the date their child is admitted to the school is deferred until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made
- their child attends part-time until later in the school year but not beyond the point at which they reach compulsory school age.

Admission outside the normal age group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

Parents of a summer born child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

Parents considering requesting that their child is admitted outside of the normal age group must still make an application in the usual way by the specified closing date and should submit to RMBC alongside this a formal request for admission outside of the normal age group on the form that can be found on our website [Request delayed school admission – Rotherham Metropolitan Borough Council](#)

For community and voluntary controlled schools, for which RMBC is the admission authority, this request will be considered by officers from the local authority, taking account of the views of the head teacher. Information considered in making a decision will include parent's views; information about the child's academic, social, and emotional development; where relevant, their medical history and the views of a medical professional; 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.

Where RMBC is not the admission authority then parents should consult the admission arrangements in place for the school for further information about how requests for admissions outside of the normal age group are considered. Requests and accompanying information should be submitted to RMBC and will be forwarded to the admissions authority for a final decision.

Parents are strongly recommended to discuss any requests with the head teacher of their preferred schools prior to submitting an application.

How places are allocated

As part of a school's admission arrangements, admission authorities are required to set a Published Admission Number (PAN), this is the number of school places that the admission authority must offer in each relevant age group of a school for which it is the admission authority.

All applicants must be offered a place where one is available. If there are more applicants than places available then these must be offered in accordance with the published oversubscription

criteria, with children in the first criterion the most likely to get a place at the school. Places at Local Authority maintained schools will be allocated using the admissions criteria given below for the relevant age group and will be co-ordinated by the Local Authority. Places will be offered by Rotherham Local Authority as the admissions authority for the school.

Distance Criterion

Where the published admission number for the school is likely to be reached mid category, places will be prioritised within that category by reference to the distance between the home address and the school. Highest priority will be given to those who, on the National Closing Date, live closest to the school measured in a straight line on a horizontal plane (commonly known as measurement, “as the crow flies”). Distance measurements are calculated (by the Local Authority Admissions Team) using a Geographical Information System which applies seed points as determined by Ordnance Survey. Measurements are taken from the seed point of the ordinary place of residence to the seed point of the school. Where the school has more than one seed point, the seed point closest to the geographical centre of the school site is used.

Tie Breaker

Where places are being allocated based on the distance criteria or as part of the distance tie breaker, and there are insufficient places within the admission number for two (or more) children living in the same building (e.g., flats) or otherwise equidistant from the school, then any final place will be allocated by the simple drawing of lots by a representative of the Local Authority independent of the School Admissions Team.

Where applications are received for twins, triplets, siblings born in the same academic year etc these will be treated equally as there is nothing within the admission criteria to distinguish between them.

Catchment area

All schools for which RMBC is the admission authority have a defined catchment area for the relevant age group, these are available to view at [RMBC Mapping](#) where a map showing the whole catchment area for each school is available. Applicants do not have to apply for their catchment area school and living outside a catchment does not prevent an applicant from expressing a preference for a particular school. However, applicants are reminded that living in the catchment area will give higher priority, although does not guarantee a place at a particular school(s).

The Local Authority is the admission authority for the following Schools and has set the published admission number (PAN) for the relevant age group as follows:

All references to the Local Authority in the oversubscription criteria refer to Rotherham Metropolitan Borough Council (as the admission authority).

School	PAN for the relevant age group	Associated Infant or Junior School, where applicable (as referenced in the oversubscription criteria)
Aston Fence J&I	30	
Badsley Primary	90	
Blackburn Primary	30	
Bramley Sunnyside Infant	75	Bramley Sunnyside Junior
Broom Valley Primary	60	
Herringthorpe Infant	90	Herringthorpe Junior
Kimberworth Primary	30	
Rawmarsh Rosehill Junior	60	Rawmarsh Ryecroft Infant
Rawmarsh Ryecroft Infant	60	Rawmarsh Rosehill Junior
Rawmarsh Thorogate J&I	30	
Sitwell Infant	60	Sitwell Junior
Thornhill Primary	45	
Todwick J&I	30	
Wales Primary	30	

Admissions Criteria for entry to Reception in an Infant, Junior & Infant or Primary School maintained by the Local Authority

A) Children with Special Educational Needs:

A small number of children will have an Education Health Care Plan that names a school, and these children must be admitted to the school named as part of that process.

The majority of children with special educational needs will not require an Education Health Care Plan. Applications for children who have special educational needs but no Education Health Care Plan, will be considered on the basis of the Admission Authority's published admissions criteria.

B) For all other applications places will be allocated in the following order of priority:

- 1 Relevant Looked After Children and previously looked after children (see note (a) below for full definition).
- 2 Children who, on the closing date for applications, live in the catchment area of the preferred school as defined by the Local Authority and it is expected will have an older brother or sister on the roll of the preferred school or its associated Junior School in Years 1-6 at the start of the academic year 2027 (see notes (b) and (c) below)
- 3 Children who, on the closing date for applications, live in the catchment area of the preferred school as defined by the Local Authority (see note (b) below)
- 4 Children who, on the closing date for applications, it is expected will have an older brother or sister on the roll of the preferred school or its associated Junior School in Years 1-6 at the start of the academic year 2027 (see note (c) below)
- 5 Children who, on the closing date for applications, live nearest to the preferred school measured by a straight line on a horizontal plane, (commonly known as measurement "as the crow flies").

Admissions Criteria for entry to Year 3 of a Junior school maintained by the Local Authority

A) Children with Special Educational Needs:

A small number of children will have an Education Health Care Plan that names a school, and these children must be admitted to the school named as part of that process.

The majority of children with special educational needs will not require an Education Health Care Plan. Applications for children who have special educational needs but no Education Health Care Plan, will be considered on the basis of the Admission Authority's published admissions criteria.

B) For all other applications places will be allocated in the following order of priority:

- 1 Relevant Looked After Children and previously looked after children (see note (a) below for full definition).
- 2 Children in attendance at Y2 in the associated Infant School.
- 3 Children who, on the closing date for applications, live in the catchment area of the preferred school as defined by the Local Authority and it is expected will have an older brother or sister on the roll of the preferred school in Years 3 - 6 or a younger sibling on roll in Reception, Year 1 or Year 2 at the associated Infant school at the start of the academic year 2027 (see notes (b) and (c) below)
- 4 Children who, on the closing date for applications, live in the catchment area of the preferred school as defined by the Local Authority (see note (b) below)
- 5 Children who, on the closing date for applications, it is expected will have an older brother or sister on the roll of the preferred school in Years 3 - 6 or a younger sibling on roll in Reception, Year 1 or Year 2 at the associated Infant school at the start of the academic year 2027 (see note (c) below)
- 6 Children who, on the closing date for applications, live nearest to the preferred school measured by a straight line on a horizontal plane, (commonly known as measurement "as the crow flies").

NOTES – definitions and additional information in relation to the admissions criteria for entry to Reception and Year 3.

- a) A 'relevant looked after child' is a child that is looked after by a local authority in accordance with Section 22 of the Children Act 1989 at the time an application for admission to a school is made, and who the local authority has confirmed will still be looked after at the time when he/she is admitted to the school.

Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). All references to previously looked after children in the Code mean such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and

those children 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.

- b) Places will be allocated based on your residential address on the closing date for applications. This means a child's ordinary place of residence where they are habitually and normally resident at an address for a settled purpose which is **not** solely to receive education with the person(s) having parental responsibility **on 15th January 2027**. Therefore, you must notify the Local Authority Admissions Team in writing if you change address before this date. You may be asked to provide proof of residence (e.g., utility/council tax bill).

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residency at the property concerned. Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be that property at which the child normally and habitually resides for the greater part of the week including weekends, not solely for the purpose of receiving education. Documentary evidence will be required.

Where there is a dispute between parents over which school is the preferred school for their child, parents are advised that this should be resolved by both parties either amicably or through mediation. If this is not possible, parents should seek legal advice and the matter may need to be resolved by the Family Court before the offer of a place can be made. It is not possible to process different applications from two parents.

The Local Authority reserves the right to request an affidavit where there is uncertainty regarding a child's ordinary place of residence or where multiple applications are received.

- c) For a child to be considered a sibling, one of the following conditions must exist: (you may be asked to provide proof e.g., Birth Certificate and proof of residence)
- brother/sister to be permanently resident at the same address.
 - stepbrother/stepsister to be permanently resident at the same address.
 - half-brother/half-sister to be permanently resident at the same address.
 - brother/sister who do not live at the same residence but, who share the same parents.
 - child of the parent/carer's partner to be permanently resident at the same address.
 - adopted brother/sister permanently resident at the same address.
 - foster brother/sister resident at the same address.
- d) Children of UK service personnel (UK Armed Forces) – For families of service personnel with a confirmed posting to their area, or crown servants returning from overseas to live in that area, admission authorities must allocate a place in advance of the family arriving in the area provided the application is accompanied by an official letter that declares a relocation date and a Unit postal address or quartering area address when considering the application against their oversubscription criteria. This must include accepting a Unit postal address or quartering area address for a service child. Admission authorities must not refuse a service child a place because the family does not currently live in the area, or reserve blocks of places for these children.

Waiting Lists

On the National Offer Day, the Admissions Team will establish a waiting list for all Infant, J&I, Primary and Junior schools in Rotherham where the number of applications for those schools has exceeded the available places for entry into Reception or Year 3 for a separate Junior school.

The Local Authority Admissions Team will administer the waiting list on behalf of all schools which will operate until the 31 December in the year of entry, at which point it will cease.

The child's name will automatically be put on the waiting list for a school where they have not been made an offer of a place and where that school is named as a higher preference than the school at which an offer has been made.

Children's positions on the waiting list will be determined solely in accordance with the oversubscription criteria, with no reference to the date of receipt of the application. The waiting list will be re-ordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list. Should a place become available it will be allocated to the child whose name is at the top of the waiting list on the day that the Local Authority receives written confirmation of the vacancy.

Repeat applications

Repeat applications for the same school year will only be considered if there has been a significant and material change in circumstances that would likely affect the consideration of the application.

Find your catchment area school

You can use the catchment map to find your catchment area school and to view catchment areas for each school in Rotherham.

- Visit [RMBC Mapping](#)
- Close the disclaimer
- Type your postcode in the address bar to search
- Select a property from the list (if yours is not shown press MORE)
- Click or tap on the property to select it
- The property will be shown on the map
- Select **What would you like to do?** in the top left corner
- Select **Map features**
- Select **Education**
- Tick the Primary & Secondary catchment boxes as required
- Click or tap the map and catchment area school/s will appear in a pop-up box

Further information

Please visit our website at [School admissions – Rotherham Metropolitan Borough Council](#) where you will find further information and an online contact us form if you need to get in touch.

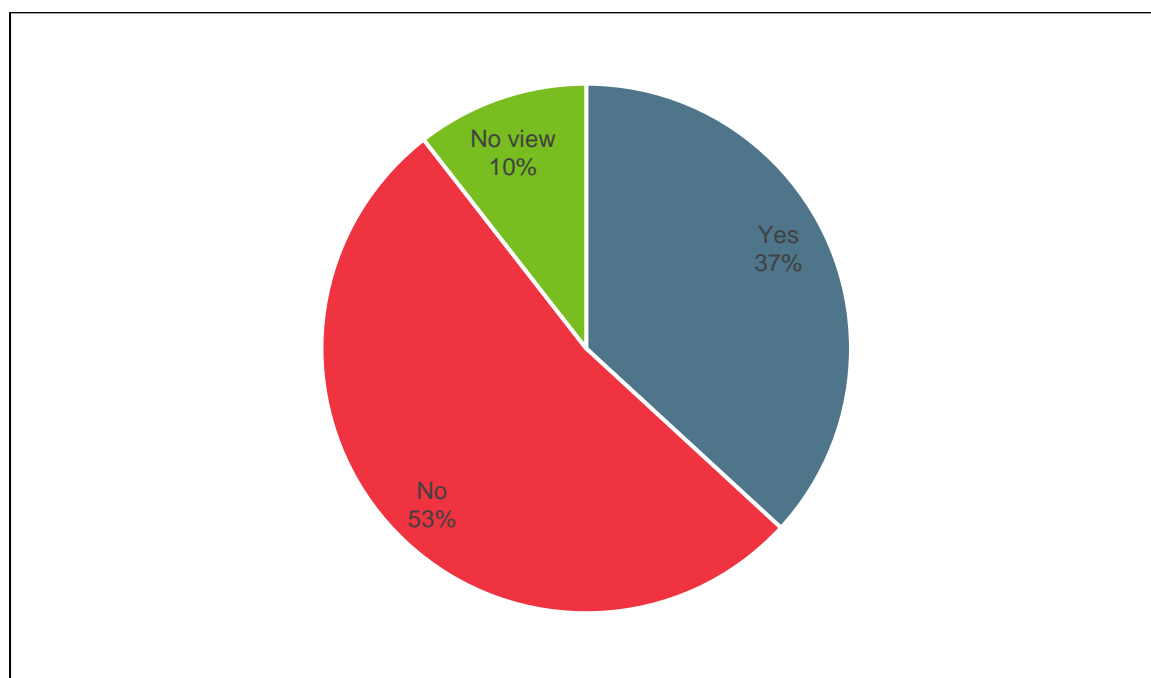
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Summary of responses to RMBC's consultation on admission arrangements for community and voluntary controlled schools

Question 1 asked 'Do you agree with removing the medical and social oversubscription criteria from the admission arrangements?'

19 responses were received

- 7 respondents answered 'yes'
- 10 respondents answered 'no'
- 2 respondents answered 'no view'



Respondents who were not in agreement with this proposal commented that:

EHCP are harder to gain than many years ago. There will be children who will be going through the process who miss out on school choices due to not having an EHCP who would then appeal on social and medical grounds. This would see many SEN children not receive the correct education in the correct setting for their needs

If a child has a medical or social needs, these need to be mentioned to all children for education purposes. if a child is uneducated about this it can cause bullying etc.

If it is a named school via the EHCP, this should be a priority for that child. This is due to external professionals verifying this is essentially what the child needs. The statement must provide clear reasons why, IE, not just ' can meet need' there must be clear and achievable reasons in there. This must be given a chance to be evidenced, and changed if not achieved by the school for named reasons.

Response: The removal of Social and Medical oversubscription criteria will not change the priority give to children with a setting named in their EHCP, as these children must be admitted. Independent appeal panels must still take into consideration all factors presented by parents and weigh these against the prejudice case provided by school.

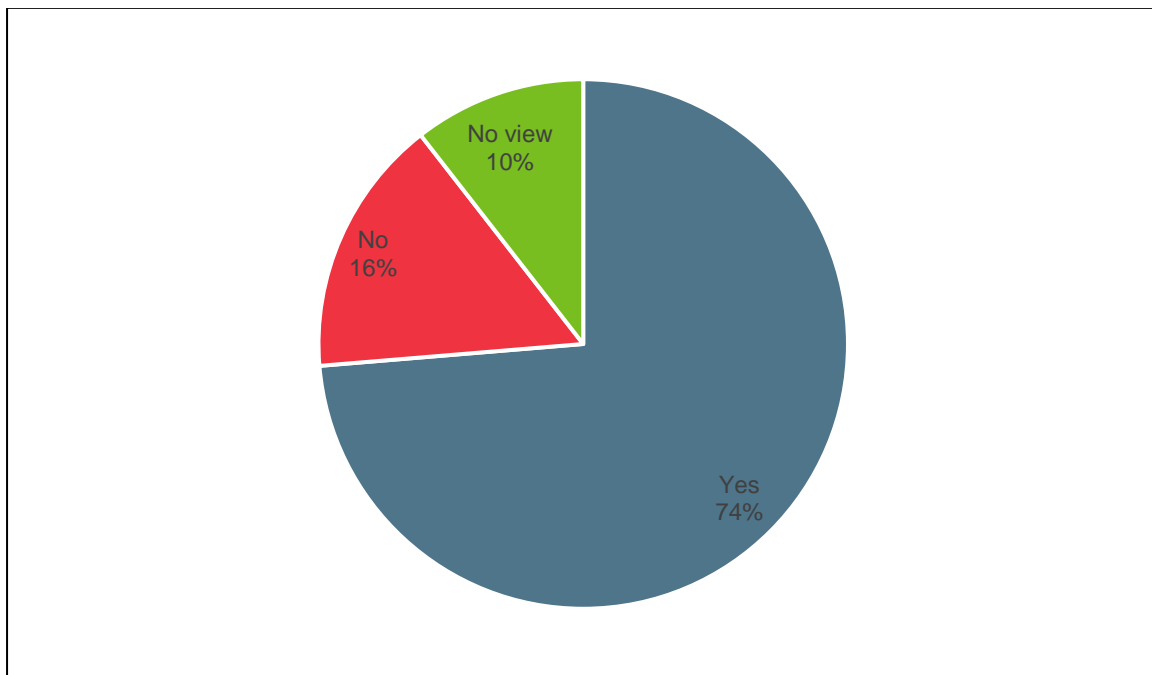
Respondents in agreement with the proposal commented that:

As outlined, the criteria is rarely if ever used and as a Trust who have already taken steps to do this, we are fully supportive of RMBC's proposal to do the same.

Question 2 asked 'Do you agree with the proposed relevant area remaining as the whole of the borough of Rotherham?'

19 responses were received

- 14 respondents answered 'yes'
- 3 respondents answered 'no'
- 2 respondents answered 'no view'



Respondents who were not in agreement with this proposal commented that

Areas surrounding should be included.

Response: It should be noted that there is a requirement in the School Admission Code to consult any adjoining neighbouring local authorities where the admission authority is the local authority. The 'area surrounding' is not easily defined and could lead to a subjective judgement.

Respondents in agreement with the proposal commented that:

I feel it should stay as the whole of Rotherham (maybe look at breaking it into North, South, East and West for example). As the whole of Rotherham is very broad. There could be more consideration placed into feeder schools if parents access early year provisions via school. This should definitely be the case (that feeder schools are considered) when moving onto secondary school.

Response: Secondary Schools in Rotherham are all academies and as such RMBC is not the responsible body for setting and determining admission arrangements for entry to secondary. Where an infant school links to a junior, this is always listed as a feeder.

Question 3 asked 'If there are any further comments you would like to make about the proposed admission arrangements for 2026-27.'

2 comments were received:

I would like to see if travel to a school is considered in the criteria , especially for families of low income if they have to move school due to home moves especially around exam times.

I feel Rotherham Council are doing the right thing in consulting with stake holders. I do feel a consideration into feeder schools would be helpful with transition for young people.

Response: Distance and catchment are included as a criterion for oversubscription with the intention that children are able to attend a local school if this is a preference. Parents/ carers are able to apply for a school place at any time if they move house during a school phase and are entitled to apply for travel assistance in line with Council policy so eligibility can be assessed. Feeder schools for Secondaries are determined by the responsible bodies, as per the response in question 2. Feeder schools for infant to junior transition are included in the oversubscription criteria for community and voluntary controlled schools.

**ROTHERHAM LOCAL ADMISSIONS FORUM
SCHOOL ADMISSION APPEALS STATISTICS
February 2026**

(1) Introduction

This report is included on the agenda as the means of informing the Local Admissions Forum of the numbers of school admission appeals received and the appeal hearings taking place.

Statistics are included for the full academic years 2023/24, 2024/25 and 2025/26 to date.

The separation of Local Authority schools and Faith schools has been used in this analysis, but there is no separation for the Academies.

(2) The calendar year of appeal hearings

The following table lists the number of **full school days**, in each calendar month, when school admission appeal hearings took place.

NUMBER OF FULL APPEAL DAYS			
	2023	2024	2025
January	10	8	5
February	4	7	4
March	9	10	6
April	7	10	5
May	22	12	15
June	18	17	18
July	17	7	14
August	-	-	-
September	11	7	7.5
October	8	7	5
November	13	9	7
December	8	4	5.5
TOTAL	127	98	92

(3) School Year 2023/24, 2024/25 and 2025/26 to date - All Schools – Summary Statistics

(a) Secondary Schools (highlighted figures are part year)

	Lodged			Upheld			Dismissed/Refused			Allocated			Withdrawn		
	23/24	24/25	25/26	23/24	24/25	25/26	23/24	24/25	25/26	23/24	24/25	25/26	23/24	24/25	25/26
Aston	1	5	2	0	1	0	1	2	1	0	1	1	0	1	0
Brinsworth	16	4	2	5	0	0	1	1	0	5	2	1	5	1	1
Clifton	50	22	12	29	9	0	0	1	3	5	3	6	16	5	2
Dinnington	6	3	5	2	0	0	0	1	2	1	2	1	3	0	0
Maltby	6	13	1	3	4	0	0	1	0	0	5	0	3	2	1
Oakwood	62	62	75	17	19	10	21	21	44	8	11	5	16	7	12
Rawmarsh	18	20	16	5	16	9	1	0	0	6	2	4	6	2	2
Swinton	14	16	6	4	1	0	4	5	2	4	7	1	2	1	3
Thrybergh	7	6	7	3	1	2	3	2	1	0	4	1	1	1	2
Wales	36	31	31	5	5	13	10	12	5	7	1	4	14	9	7
Wath	87	94	38	24	23	8	41	44	16	3	6	3	19	20	9
Wickersley	46	42	55	24	21	23	13	7	15	0	6	3	9	6	9
Wingfield	55	52	34	24	22	18	20	20	4	2	5	2	9	3	6
Winterhill	21	7	18	7	1	3	1	1	4	2	3	6	11	1	4
Faith schools															
St Bernard's	34	53	77	5	12	12	17	28	36	4	1	8	8	9	20
St Pius X	50	55	8	13	17	2	24	24	3	6	5	1	7	6	1
TOTALS	509	485	387	170	152	100	157	170	136	53	64	47	129	74	79

(b) Primary Schools (highlighted figures are part year)

Primary School	Lodged			Upheld			Dismissed/Refused			Allocated			Withdrawn		
	23/24	24/25	25/26	23/24	24/25	25/26	23/24	24/25	25/26	23/24	24/25	25/26	23/24	24/25	25/26
Primary – all years	325	275	205	86	62	23	106	85	89	52	68	48	45	60	45
Faith Schools	41	39	13	9	8	0	12	12	6	11	9	2	6	10	5
TOTALS	366	314	218	95	70	23	118	97	95	63	77	50	51	70	50

(c) 2023/24 & 2024/25 – Appeals received

Schools	Number of Appeals received	
	2023/24	2024/25
Primary	325	275
Faith Primary	41	39
Secondary (All Schools)	509	485
TOTALS	875	799

Update

- School appeals panels are secured for February and March 2026.
- Planning has started for the bulk appeals in 2026. Due to panel member and clerk availability, it is unlikely there will be more than 3 consecutive days of hearings per school, per week during this time.
- Recruitment of panel members is on-going; anyone interest can contact Sonia Gilbert for further information.
- Two new casual school appeals clerks have been appointed.
- Training for new panel members and clerks, for both school appeals and exclusions, is scheduled in March 2026.

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ROTHERHAM METROPOLITAN BOROUGH COUNCIL

**CHILDREN AND YOUNG PEOPLE'S SERVICES
PROPOSED SCHOOL CALENDAR FOR THE 2027/28 ACADEMIC YEAR**

September (22 days)						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October (16 days)						
M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November (22 days)						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December (13 days)						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January (20 days)						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February (16 days)						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March (23 days)						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April (9 days)						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30


May (19 days)						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June (20 days)						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July (15 days)						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

 Denotes School Holiday

 Denotes Bank Holiday

195 days – including 5 days to be taken as professional development days for teaching staff

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ROTHERHAM METROPOLITAN BOROUGH COUNCIL

CHILDREN AND YOUNG PEOPLE'S SERVICES
 PROPOSED SCHOOL CALENDAR FOR THE 2027/28 ACADEMIC YEAR

September (22 days)						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October (16 days)						
M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November (22 days)						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December (13 days)						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January (20 days)						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February (16 days)						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March (23 days)						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April (10 days)						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30


May (19 days)						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June (20 days)						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July (14 days)						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

 Denotes School Holiday

 Denotes Bank Holiday

195 days – including 5 days to be taken as professional development days for teaching staff

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