

Introduction

The law stipulates that children in care and those accommodated by the local authority must

September 2013 this requirement was extended to children who have left care through

where they give higher priority to children in care who are baptised in that faith than to children in care who are not. Boarding schools also require a supplementary information form to be completed in order to assess for boarding suitability. In such cases information form to ensure the child is considered under the correct criterion.

3. application that is made for a child in care which has not been completed by them, before referring the application to a school.
4. Prior to completing the application form, the Education Support Officer from the Virtual School will support the social worker to investigate which schools are likely to be the most appropriate for the child, taking account of DfE statutory guidance available at: www.gov.uk/government/publications/promoting-the-education-of-looked-after-children.

circumstances before naming the school as a preference. Where an application might be made for a boarding school, the social worker in partnership with the Virtual School should be encouraged to assess suitability for boarding before an application is made.

5. will be referred within 3 working days to the preference school for placement. The School Admissions team will alert the school to this referral by secure email, confirming that the application is for a child in care and setting out the timeframe for a response.
6. The school must tell the School Admissions team whether it is willing to admit the child within 7 school days of receiving the referral.
7. Outside the normal admissions round a maintained school is expected to admit a child in care if requested to do so. If the school has a vacancy, the child must be admitted as quickly as possible but within no more than 12 school days of receiving the initial secured within a maximum of 15 school days.
8. If the school does not have a vacancy and the admission authority does not wish to admit the child above their Published Admission Number (PAN), it must indicate its reasons for not wishing to admit the child in their letter of response which must be sent within seven school days of receiving the referral.
9. Where a school refuses admission, the School Admissions team will review the case with the Virtual School and in doing so will take into account the re 0 1 84.02>6(wil)4(l 00008866

