

# How to: run an effective admissions appeals panel

## Children eligible for the fair access protocol

FAPs are intended to act as a safety net for the most vulnerable. As such, they may only be used to place the following categories of children, where a child is having difficulty in securing a school place in-year, and it can be demonstrated that reasonable measures have been taken to secure a place through the in-year admissions process:

- children either subject to a Child in Need Plan or a Child Protection Plan or having had a Child in Need Plan or a Child Protection Plan within 12 months at the point of being referred to the FAP;
- children living in a refuge or in other relevant accommodation at the point of being referred to the FAP;
- children from the criminal justice system;
- children in alternative provision who need to be reintegrated into mainstream education or who have been permanently excluded but are deemed suitable for mainstream education.
- children with special educational needs (but without an education, health and care plan), disabilities or medical conditions;
- children who are carers;
- children who are homeless;
- children in formal kinship care arrangements;
- children of, or who are, Gypsies, Roma, Travellers, refugees and asylum seekers;
- children who have been refused a school place on the grounds of their challenging behaviour and referred to the FAP in accordance with paragraph 3.10 of the Code;
- children for whom a place has not been sought due to exceptional circumstances;
- children who have been out of education for 4 or more weeks where it can be demonstrated that there are no places available at any school within a reasonable distance of their home. This does not include circumstances where a suitable place has been offered to a child and this has not been accepted;
- previously looked after children for whom the local authority has been unable to promptly secure a school place.

*Fair Access Protocol*

*Guidance for school leaders, admission authorities and local authorities*

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