



SHOBNALL PRIMARY SCHOOL

POLICY FOR ADMISSION

Approved by Governors 29th June 2017

Mission Statement

This policy is designed to ensure that parents receive as much information prior to their child's admission in to the school so that they feel welcomed in to our school community.

Our governing body applies the regulations on admissions fairly and equally to all those who wish to attend this school. The School Standards and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This was later revised in the Education Act of 2002. Our admissions policy conforms to the regulations that are set out in that Act and are further explained in the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice. These were revised in January 2003 and came into force in September 2004.

Aims

We seek to be an inclusive school, welcoming children from all backgrounds and abilities. It is our wish for parents and carers to find a place for their child at the school of their choice. However, this is not always possible, due to excess demand on the places available. The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not.

All applications will be treated on merit, and in a sensitive manner. A child's level of ability is irrelevant to this school's admissions policy, as are any special needs the child may have.

Procedures

Applying For School

Our school is a community school, and it determines the admission arrangements in agreement with the Local Authority (LA). The Admissions Authority for our school is therefore the LA, which publishes its entry regulations every year. Parents and carers can receive a copy of these regulations directly from the LA.

The LA's annual admissions prospectus informs parents and carers how to apply for a place at the school of their choice. Parents and carers have a right to express their preference, but this does not, in itself, guarantee a place at that particular school. Applications should be made on forms that can be obtained from the LA, and should be returned by the date stipulated on that form. The school will notify parents and carers of the decision as soon as all the applications have been considered.

In this area, children enter school at the start of the academic year in which they become five. There is one admission date per year, early in September (i.e. when the autumn term begins). Therefore, parents and carers who would like their child to be admitted to this school during the year their child is five should ensure that they return the necessary application form by the end of January.

We also have a Nursery provision. This provision is available from the start of the Autumn Term after the child's third birthday. Admission to the Nursery does not guarantee a full time place in Reception.

The Standard Number

The 'standard number' is the number of children the LA considers the school can accommodate. The standard number for our school is 30. We keep this number under review, and the Governors will apply to change the number if circumstances change.

Sizes of Classes

We teach infant children (aged five to seven) in classes that have a maximum number of 30 children. The standard admission number for Key Stage 2 is 36. If this number is exceeded then the places are allocated based on the following priorities:

1. Children in care or a child with a statement
2. Pupils living within the catchment area
3. Pupils who have an elder sibling in attendance at school
4. Distance criteria based on medical needs or exceptional reasons
5. Proximity to the school

Admission Appeals

If we do not offer a child a place at this school, this will be because to do so would prejudice the education of other children by allowing the number of children in the school to increase too much.

If parents and carers wish to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent panel considers all such appeals, and its decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to whom we had refused a place, then we will accept this decision and continue to do all we can to provide the best education for all the children at our school. (Further details of appeal arrangements are set out in the revised Code of Practice on School Admissions Appeals, which came into force in September 2004.)

Monitoring and Review

This policy will be monitored by the governing body, who will always take due note of the guidance provided by the local Admissions Forum. The policy will be reviewed every two years, or earlier in the light of any changed circumstances, either in our school or in the local area.

Related Policies

Policy for Subject Leadership
Policy on Equal Opportunities
Policy on Special Educational Needs & Disabilities
Policy for Monitoring and Evaluation
Policy on Staff Development
Policy for Reporting & Recording
Policy for Gifted and Talented
Policy for Inclusion
Policy for Teaching and Learning

Policy for Assessment of Learning
Policy for Whole School Planning
Policy for Racial Equality