

## ADMISSIONS POLICY

*'Trusting in God, together we live, learn and grow.'*

### Introduction

Our governing body applies the regulations on admissions fairly and equally to all those who wish to attend this school. We follow County regulations. See County Admission Arrangements online. Regulations governing admissions are designed to ensure that no infant class is ever allowed to have more than 30 pupils in it, unless the school employs two teachers for the class. They are also designed to give parents maximum choice over preference of school while at the same time seen to be fair, clear and objective. They must be seen to be for the benefit of all children including those with special educational needs. Children who have an Education, Health and Care (EHC) Plan are placed in schools through the arrangements set out in the SEN Code of Practice and not through any admission criteria. Governing bodies are required by Section 324 of the Education Act 1996 to admit a child with an Education, Health and Care plan that names the school, even if the school is full.

### Aims and objectives

We seek to be an inclusive school, welcoming children from all backgrounds and abilities. A child's level of ability is irrelevant to this school's admissions policy, as are any special needs the child may have.

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 County criteria set out below to determine whether a child is to be accepted or not.

1. Children in Public Care (Looked After Children)
2. Children who will have siblings attending the school at the time the applicant child is admitted.
3. Children for whom only one particular school is appropriate due to an exceptional medical condition. Applications under this criterion will only be considered if they are supported by a written statement from the child's doctor. This must demonstrate that there is a very specific connection between the medical need and the facilities or resources of the school concerned.
4. Children with the strongest geographical claim, measured in a straight line from the centre of the child's home address (including flats) to the central point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

### How parents and carers can apply for their child to be admitted to our school

Our school is a Voluntary Controlled school, and the admission arrangements are made by the local authority (LA); the Admissions Authority for our school is therefore 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

## ADMISSIONS POLICY

this does not, in itself, guarantee a place at that particular school.

Application should be made on a form that can be obtained from the local Education Department, and should be returned by the date stipulated on that form. Applications can also be made online. 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).

### Admission Numbers

We are obliged to accept up to 15 children each year, as this is the standard number for admissions set for us by the LA.

### 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.)

**REVIEWED – Autumn 23**  
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