

# AINDERBY STEEPLE CE PRIMARY SCHOOL

## Admissions Policy

Written: Summer 2017

Review Summer 2018

### **Aims and objectives**

We are an inclusive school that welcomes children from all backgrounds and abilities.

All applications will be treated on merit and in a sensitive manner. The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we enforce the procedure set out below in order to determine whether a child is accepted or not. It is our wish to allow parents the right to have a place at the school of their choice. However, this is not always possible, due to the excess demand on the school places available.

The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of this school.

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

As our school is a Voluntary Controlled school, we determine the admission arrangements in agreement with the Local Authority (LA). The LA is therefore the 'Admissions Authority' for our school. The regulations for entry to the school are published each year by the LA, from which parents can receive a copy directly.

The LA publishes a composite admissions prospectus each year, which gives information about how parents can apply for a place in the school of their choice. Parents have a right to express a preference for the school of their choice and they should do so on the application form. Expressing a preference does not, in itself, guarantee a place at this school. Application forms can be obtained from the Admissions Department of the LA, from the NYCC website or through the link on our school website and should be completed by the date stipulated on the forms.

In this area, children enter school in the academic year they become five. Children who reach the age of five between September 1<sup>st</sup> and March 31<sup>st</sup> (inclusive) are normally admitted in September. Parents of children who reach the age of five between April 1<sup>st</sup> and August 31<sup>st</sup> (inclusive) may choose whether their child attends full time from September or part time from September and then full time from the following January.

All governing bodies are required by law to admit to the school a child with a statement of special needs (SEN) or education health and care plan (EHCP) that names the school. This is not an oversubscription criterion. This relates only to children who have undergone statutory assessment or education health and care assessment and for whom a final statement of special educational needs or education health and care plan has been issued.

If the number of applications exceeds the published admission number, after the admission of children where the school is named in the statement of special educational needs (SEN) or education health and care plan (EHCP) the following oversubscription criteria will apply.

Children in higher numbered priority groups will be offered places ahead of those in lower numbered priority groups. All applications within each priority group will be considered equally (i.e. all applications, regardless of order of preference).

### **Priority group one**

Looked after children and all previously looked after children for whom the school has been expressed as a preference. 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 arrangement order\* or special guardianship order.

This applies to all looked-after children, including those who are in the care of another local authority or being provided with accommodation by a local authority in the exercise of their social services function at the time of making an application.

In the case of previously looked after children, a copy of the relevant documentation will be required in support of the application.

\*This includes children who were adopted under the Adoption Act 1976 and Children who were adopted under the Adopted & Childrens Act 2002. Child Arrangement Orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a Child Arrangement Order.

### **Priority group two**

Children the Authority believes have special social or medical reasons for admission.

We will only consider applications on social or medical grounds if they are supported by a professional recommendation from a doctor, social worker, or other appropriate professional. The supporting evidence should set out the particular social or medical reason(s) why the school in question is the most suitable school and the difficulties that would be caused if the child had to attend another school.

Panels of professionally qualified people will consider all applications made under priority group 2.

### **Priority group three**

Children living within the normal area of the school.

### **Priority group four**

Children living outside the normal area of the school.

### **Tie break**

If there are not enough places for all the children in one of these priority groups, we will give priority first to those with a sibling at the school in September 2016 (in all cases sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling) and then to those living nearest the school.

If within a priority group there are not enough places for all those with a sibling at the school in September 2016, we will give priority to those children with a sibling living nearest the school.

All distance measurements are based on the nearest route recognised by the County Council's electronic mapping system from a child's home address to school. The measurement is made from a fixed point within the dwelling, as identified by Ordnance Survey, to the nearest school entrance using footpaths and roads. The routes measured to determine the allocation of school places will be those recognised by the electronic mapping system used by the school admissions team.

A home address means the place where your child lives permanently for most of the time. If the residency of your child is split between two parents, we consider the home address to be the one where the child lives for the majority of the week. When a child lives equally with both parents, with both parents' agreement, they can elect one of their two addresses to be used for allocating a school place.

We may be able to meet your preference for a place at a school that does not serve the local area you live in. In this case, you will normally be responsible for travel arrangements and the costs of your child's travel to and from school.

### **Admission appeals**

If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent appeals panel then meets to consider all appeals by parents who have been refused a place at our school and who wish to appeal against this decision. An appeals panel's decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to our school, then we will accept this and continue to do all we can to provide the best education for all the children at our school.

The standard number is the number of children the school can accommodate. The standard number for our school is 15. We keep this number under review and the governors will apply to change the number if circumstances allow.

### **Review**

This policy will be reviewed annually with the Admissions Authority in the light of any changed circumstances in our school or the local area.

Agreed by Governors:

Signed: \_\_\_\_\_

Date: \_\_\_\_\_