



BRAMCOTE CHURCH OF ENGLAND

PRIMARY SCHOOL

**ADMISSIONS POLICY
2009/10**

Admission Arrangements

Standard admission number and accommodation limit

Every primary school has a standard number for admissions. At Bramcote CofE Primary School the standard number for 2008/09 is 20 which means that the school can admit up to 20 children into the Reception year. The school also has to adhere to government policy which requires infants to be taught in classes of no more than 30.

Admission requests

If you would like your child to attend the school in the year he/she turns 5, you may ask for his/her name to be put in our Admissions Request Book at any time. This indicates that you have an interest in our school but does not guarantee that a place will be offered. The Authority will send you an official application pack in the December prior to the beginning of the new academic year in which your child will start school. We will also send you an additional form for our school. Both forms must be completed by a date set in January.

These forms are then considered by the Governing Body at their next meeting and admission to the school are allocated on a weighting procedure using the criteria listed below. The co-ordination of admissions is carried out by the LEA at the office at South Base. Letters are sent from there, informing parents of the allocation of a school place.

Places are allocated to children with the most points, which are cumulative if several criteria are satisfied, or to children who meet the special requirements of note (1) below:

- ❖ Children with brothers and/or sisters in the school (who live in the same family home, including fostered and adopted children) **5 points**
- ❖ Children of parents or carers whose name(s) are on the current Electoral Roll of St Michael and All Angels Church Bramcote and have attended church regularly. **4 points**
- ❖ Children of parents or carers who are active members of another Christian church and who have been attending on a regular basis for at least one year (verified by written reference from the minister) **3 points**
- ❖ Children of parents or carers who are residents of the Ecclesiastical Parish of Bramcote in the Diocese of Southwell **2 points**
- ❖ Children of parents or carers who are active members of another faith and who have been attending on a regular basis for at least one year (major world faiths such as Buddhism, Hinduism, Islam, Judaism or Sikhism, verified by written reference from the faith leader) **1 point**
- ❖ In the case of a decision needing to be made where points are equal, including a zero points score, places will be awarded on the basis of children living nearest to the school as measured by the Local Authority Arc View Program.

Notes:

- (1) Children who:
 - a) have a statement of Special Educational Needs where the school is named as the most appropriate educational setting for the child
 - b) are in Public Care (Looked After Children) where the school is named in their Personal Education Plan as the most appropriate setting warrant exception to this criteria and shall be placed first
- (2) The Governing Body assumes that all parents are willing for their children to join in all activities within the Christian ethos of the School (whilst acknowledging parent's legal rights to withdraw their child from certain activities).
- (3) Governors reserve the right to follow up references with the appropriate minister given on the application form to ascertain the parent's level of involvement in and commitment to, the church or faith group. Questions to be asked include "Have the parents/carers attended their place of worship regularly in the last year? and "Are the parents/carers involved in the life of the church or faith group?"

Admission Number

The number of places in each Reception year is 20. This gives two classes of 30 in the Infants when all the places are filled. In the Juniors places can be allocated above this figure to a maximum of 90 Junior places. Entrants to year groups other than Reception are dealt with in the same way as the Reception places, using the points system in the case of oversubscription.

Point of Admission to school

From September 2005 it was agreed to change the point of admission to the academic year in which the child turns 5; ie a single point of entry in September each year. The summer birthday children will be offered part-time places for the first term. Parents have the right to defer entry until the term the child turns 5 in line with current LEA policy, if they feel their child is not ready for full time school.

Appeals

If your child is not allocated a place you have a statutory right to appeal. You should do this by writing to the Chair of Governors no later than 3 weeks from the date you received your offer letter from the local authority. Your appeal will be arranged on behalf of the Governors by the Nottingham Diocesan Education Service and will be heard by an independent panel. The decision of the panel will be binding on both you and the school.

Late applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date.

Definition of Child in public care

A child who is looked after by the local authority in accordance with Section 22 of the Children's Act 1989 (b) at the time application for his/her admission is made and who the local authority can confirm, will still be at the time when she/he is admitted.

Waiting List

A reserve list will be kept by the school for applications during the normal annual round. After the letters of offer have been made the school will write to all unsuccessful applicants asking whether they wish to be on this list. They must reply to this letter within 3 weeks, otherwise they will be taken off the waiting list. The order on the list will remain the same as under the normal points allocation procedures. If a place then becomes available parents must accept this within 3 weeks of the offer.

Equal Opportunities

Bramcote CofE Primary School is an inclusive school that welcomes all pupils irrespective of background, special need, ability, gender or race. It is assumed that parents choose this school because they want a Christian education for their child/ren and are willing for them to take part in all the activities of the school. Every step will be taken to ensure equal access to education here, notwithstanding the admissions procedure outlined above.

Other vacancies

If your child is aged between 5 and 11 you could apply for a casual vacancy at the school by contacting the headteacher. Casual vacancies are filled on the basis of places being available in a particular age group at the time of request. Places will usually be available at the beginning of year 3, so parents are welcome to re-apply for junior places if a child did not get an infant place. This should be done in the December before your child is due to start Year 3.