

## St Peter's CE (Aided) Primary School

### DRAFT ADMISSION ARRANGEMENTS

The Published Admission Number (PAN) is 12 children per year. In the event of over-subscription, all applications for the reception year will be considered in accordance with the admission criteria, as set out below.

### FIRST ADMISSIONS

Children who are allocated a place will be admitted full-time at the beginning of the academic year of their 5th birthday. This is a single point of entry admission system.

Parents may defer their child's admission until the start of the term after their 5th birthday.

Attendance at the early years provision (Foundation 1) at the school does not automatically guarantee a reception (Foundation 2) place.

Applications must be made on the NOTTINGHAMSHIRE Common Application Form.

Parents or carers of children who reside outside of Nottinghamshire should use the form of their own "home" authority.

The offer of a school place will be made by the L.A. to all parents on the 'offer day' set out in the co-ordinated scheme.

The school does not operate a waiting list. Should one be created this would be kept and prioritised following the oversubscription criteria until the end of the first week of the Autumn term.

### ADMISSION CRITERIA (in order of priority)

Children who have a statement of special educational needs which names the school will be admitted which will reduce the number of places available to other applicants.

1. Looked After children.
2. Children who live in the catchment of the school (the Ecclesiastical Parish of St Peter's and St Paul's Gringley on the Hill, and have a sibling attending the school at the time of admission
3. Children who live in the catchment area of the school
4. Children who live outside the catchment area of the school and have a sibling attending the school at the time of admission

5. Other children living nearest to the school at the time of application. Distances will be measured “as the crow flies” from the child’s home address to the main entrance of the school (using Local Authority software, currently “Arcview”).

Within each category priority will be given to pupils who live closest to the school ‘as the crow flies’.

Special Circumstances: The following groups of children will be given special consideration in their application to the school.

Children whose particular medical needs, mobility support needs, special educational needs or social circumstances are supported by written evidence from a doctor, social worker or other relevant professional stating that the school is the only school which could cater for the child’s particular needs. The evidence must be presented at the time of application.

Cases agreed under ‘special circumstances’ will take precedence over all the above numbered criteria.

## ADMISSIONS TO YEAR GROUPS OTHER THAN THE INTAKE YEAR

All other admission requests will necessitate the completion of the appropriate application form by parents/carers. Children will be admitted except where the admission would prejudice the provision of efficient education or the efficient use of resources. The school will normally admit pupils up to the PAN set for the year group when it was first admitted.

Governors will consider admission requests and places will be filled in accordance with the admissions criteria unless it can be demonstrated that there would be prejudice to the provision of efficient education or the efficient use of resources. To avoid unnecessary delay, these decisions will normally be made by the chair in consultation with the vice chair of the admissions committee/governing body and reported to the next meeting.

All students admitted will normally be placed on the school roll at the start of the next term or half term unless there are genuine reasons for an earlier admission (e.g. students moving into the catchment area or coming under the Special Circumstances of Section B).

## RIGHTS OF APPEAL

When mid-year requests for admission are refused, the applicants will be informed in writing of the reasons by the Clerk to the Governors Admissions Committee together with their rights of appeal.

For admissions into the intake year through the co-coordinated admissions scheme, Nottinghamshire County Council will inform applicants of the outcome of their application and of their right of appeal.

## DEFINITIONS

### Parent

The term 'parent' is defined as those who have legal responsibility for the upbringing of a child.

### Looked after children

For these purposes a looked after child is a child who is in the care of a local authority or provided with accommodation with that authority as described in Section 22 of the Children Act 1989.

### Siblings

- A brother or sister who share the same parent
- A half brother or sister where two children share one common parent
- A step brother or step sister, where two children are related by a parent's marriage
- Adopted or fostered children living in the same household under the terms of a residence order
- Where one child of a multiple birth can be admitted, his or her brothers and sisters will also be admitted unless this would create an infant class of more than 30 children.

If we receive an application which contains fraudulent or deliberately misleading information any offer of a place based on that information will be automatically withdrawn.