

St Peter's CE Primary and Nursery School

ADMISSION ARRANGEMENTS

The published admission number is 30 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.

Children who are allocated a place will be admitted as follows:

- Children born between 1st September and 31st December will be admitted on the first day of the autumn term, or at the date agreed during that term
- Children born between 1st January and 31st August will be admitted on the first day of the spring term, or at the agreed date that term

Parents may defer their child's admission until the start of the term after their 5th birthday, other than children born in the summer term who would need to be admitted as Year 1 pupils.

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 Common Application Form. If the school is oversubscribed parents will be invited to complete a supplementary application form to determine which applications need to be considered in accordance with the denominational criteria included below.

The offer of a school place will be made by the Local Authority (LA) to all parents on the 'offer day' set out in the co-ordinated scheme.

The school operates a waiting list for its intake year group in partnership with Nottinghamshire LA. This is kept and prioritised following the oversubscription criteria until the end of the first week of the spring 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 will have a brother or sister attending the school whose parents/carers worship regularly (see below for definition) at the Parish Church of St Peter and St. Paul, Mansfield

3. Children who will have a brother or sister at the school whose parents/carers worship regularly at another Church of England church in the Mansfield District Council Area.
4. Children who will have a brother or sister at the school whose parents/carers worship regularly at another church which is a member of 'Churches Together in England' in the Mansfield District Council Area.
5. Other children whose parents/carers worship regularly at the Parish Church of St Peter and St. Paul, Mansfield.
6. Other children whose parents/carers worship regularly at another Church of England church in the Mansfield District Council Area.
7. Other children whose parents/carers worship regularly at another church which is a member of 'Churches Together in England' in the Mansfield District Council Area.
8. Other children who will have a brother or sister at the school
9. Other children who live nearest to the school at the time of application.

For these purposes regular worship means worship on average at least once a month for the previous 12 months.

Within in each category priority will be given to pupils who live closest to the school 'as the crow flies'. Distances will be measured from the child's home address to the main entrance of the school (using LA software, currently "Arcview").

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. A higher number may be agreed for KS2 classes.

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 pupils 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

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.

GUIDELINES FOR A MINISTER'S VERIFICATION

If the school is likely to be oversubscribed all applicants will be invited to complete a supplementary form which includes verification from a minister of religion that the parent(s)/carer(s) have practiced their faith by worship on average at least once a month at the minister's place of worship for at least the past year.

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Supplementary Admission Form

You should complete this form if you are applying for a place and consider that you and your child meet one of the school's faith-based admissions criteria.

This supplementary form must accompany the appropriate common application form.

- In determining faith admission applications priority is given to children who have worshipped regularly with their parent(s)/carer(s) (on average at least once a month for at least the previous year) at the Parish Church of St Peter's , Mansfield, another Church of England church in the Mansfield district, or another Christian church which is a member of "Churches Together in England" in the Mansfield district.

Please complete the first two sections (Child details and Parent(s) Carer(s) declaration) and ask your minister to complete the third section. The completed form should be returned to the school office by _____ (Date)

1. Child details:

Child's name: _____

Child's date of birth: _____

Parent/carer's name: _____

Parent/carer's address: _____

2. Parent/Carer Declaration

I/we the parent(s)/Carer(s) _____ have worshipped at least once a month for the last year at _____

Signed (Parent/Carer) _____ Date _____

3. Minister's section

Countersigned by minister of religion _____ Date _____

Name of Minister _____

Telephone number _____

Address _____

Any other comments

Thank you for your help.