

**East Bridgford St. Peter's Church of England Academy**  
**(Part of The Aspire Multi-Academy Trust)**  
*'Together in Achievement'*

**Admissions' Policy for the School Year 2020 - 2021**

School Office: 01949 20226

**Application for Places**

Our Academy Catchment Area serves the villages of East Bridgford, Newton and Kneeton. However, in the event of under-subscription from our Catchment Area, we also welcome out of catchment applications. Our Published Admission Number (P.A.N.) is 42. East Bridgford St. Peter's is also part of The ASPIRE Multi-Academy Trust. Please see below links to Nottinghamshire County Admissions Guides. Applications must be made via the applicant's home local authority.

<https://www.nottinghamshire.gov.uk/media/1528492/first-admission-guide-for-parents.pdf>

<http://www.nottinghamshire.gov.uk/education/school-admissions/admissions-to-schools-schools-information>

[www.nottinghamshire.gov.uk/admissions](http://www.nottinghamshire.gov.uk/admissions)

**Visits welcome**

The opportunity to visit St. Peter's and sense the extremely positive and vibrant atmosphere is always available; to access this simply ring the School Office to make an appointment. You may also wish to visit our website:

[www.eastbridgfordstpeters.co.uk](http://www.eastbridgfordstpeters.co.uk)

**Application for First Admission Places in Primary Education**

Children will be admitted to our Foundation Stage (Reception) in the September following their fourth birthday i.e. children who will reach their 5<sup>th</sup> birthday between 1<sup>st</sup> September 2020 and 31<sup>st</sup> August 2021. Parents can request that the date their child is admitted to the school is deferred until later in the school year or until their child reaches compulsory school age in that year (School Admissions Code 2012, 2.16a) or parents can request that their child attends part time until their child reaches compulsory school age (Admissions Code 2012, 2.16b). Children must be attending school no later than the term after they are 5 years old.

Pupils who have an Education and Health Care Plan related to a statement of special educational needs, where East Bridgford St. Peter's is named in the Plan, will be admitted.

**Admissions Criteria**

In the event of over subscription, the following criteria will be applied, in priority order, to determine which application will be granted:

1. Children who are or have previously been looked after.

*A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions in accordance with section 22(1) of the Children Act 1989 at the time of making an application to a school.*

*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 arrangements order or special guardianship order). This includes children who were adopted under the Adoption Act 1976 and children who were adopted under section 46 of the Adoption and Children Act 2002.*

*Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order*

*in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians)*

2. Children who live in the catchment area at the time of admissions and have a sibling already\* attending East Bridgford St. Peter's.
3. Children who live in catchment.
4. Children out of catchment with siblings who are already\* attending East Bridgford St. Peter's.
5. Children whose parents are involved in a Church (within 'Churches Together in Britain') and regular Church worshippers or involved in the life and work of the Church of England, as attested to by the 'Minister' (e.g. Vicar/Priest in Charge), in writing.
6. Children who live outside the Catchment Area without siblings already attending\* East Bridgford St Peter's (allocated in terms of distance, nearest to the school first).

\*on school roll

### **Outside Catchment (additional information)**

If places remain after applicants from the catchment area have been accommodated, places will be allocated as follows:-

- In the event of over-subscription in any criterion, where all applications are deemed equal, preference will be given to the child living nearest to the school 'as the crow flies'. Distances are measured from the main administrative point at the school campus to an address point (using eastings and northings as defined by Ordnance Survey) to the child's home using the local authority's computerised distance measuring software.
- Definition of regular worshippers means parents/guardians who have attended worship at least one Sunday a month over the previous year.
- Definition of 'involved in the life and work of' means parents/guardians who can demonstrate specific involvement in the Church apart from regular worship throughout at least the previous year.

Church based application – The applicant could provide a statement which was countersigned by a minister to confirm Church involvement.

### **Late Applications**

Late applications (those received after the closing date)

These are processed in line with the coordinated scheme. Special circumstances Consideration will be given to applicants who may establish at the time of application medical, special educational or social needs with supporting evidence from a relevant professional. The evidence must be presented at the time of application. Each case will be judged on its merits and the admission authority (The Governing Body) may accord a higher priority to the applicant.

The allocation of any such place will be determined by comparing the written evidence presented along with the capacity for the school for the identified needs. In order to make an assessment of the case, reference may be made to local head teachers and other relevant professionals. Cases agreed under 'special circumstances' will take precedence over criteria 2 to 5 above.

### **Multiple births**

Where a child of a multiple birth can be admitted, the other child/children will also be admitted in and outside the normal admissions round.

### **Waiting list**

A waiting list of unsuccessful applicants will be held until 31st December and then discarded. If places become available before then offers will be made strictly in accordance with the order of priority listed below. Places on a waiting list can go up or down depending on applications.

### **Right of Appeal**

If a place is not offered, parents have the right of appeal. Such appeals against refusal of a school place, will be heard by an Independent Appeals Panel formed in accordance with the DfE School Admissions Appeals Code. The deadline for lodging appeals allows appellants at least 20 school days from the date of notification that their application was unsuccessful to prepare and lodge their written appeal. Details of the appeals process will be made available to all unsuccessful applicants at the time of refusal.

### **Fair Access Protocol**

St Peter's participates in the LAs Fair Access Protocol as deemed reasonable (see NCC website for further information).

### **In Year Applications for Children other than into Reception (Foundation Stage 2)**

We welcome applications for children to join us, either in September or any time during the School Year, who are older than initial school entry age (i.e. requesting entry into Years' 1 to 6). In the event of over subscription the above criteria still apply.

Please contact the School Office (**01949 20226**) if you require any clarification on this or any other matter or would like to visit the Academy before submitting an application.

The Academy uses the same definitions as Nottinghamshire County Council and participates in Nottinghamshire County Council's in-year coordinated scheme. Full details are available at [www.nottinghamshire.gov.uk/admissions](http://www.nottinghamshire.gov.uk/admissions)

### **Children outside the normal age range (including Summer born children)**

Parents may seek a place for their child outside of the normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child (1st April-31st August) may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1. Children should only be educated out of the normal age group in very limited circumstances.

Parents should submit a request in writing to the school as early as possible. The school's Admissions Committee will make decisions based on the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant, the child's medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The views of the Head Teacher will also be taken into account. When informing a parent of the decision on the year group to which the child should be admitted, the parent will be notified of the reasons for the decision. The school will communicate its decision to Nottinghamshire County Council who will notify the parents of the decision.

Where it is agreed that a child will be admitted out of the normal age group and, as a consequence of that decision, the child will be admitted to a relevant age group (i.e. the age group to which pupils are normally admitted to the school) the local authority and admission authority must process the application as part of the main admissions round

on the basis of their determined admission arrangements only, including the application of oversubscription criteria where applicable. The parent has a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

If you are considering a later application to our Reception Year group after 31<sup>st</sup> December please contact the school during the main admissions round of applications, for a discussion with the Head Teacher to see how we might best meet the needs of your child.

### **Transfer to secondary school**

Where a child has been educated out of the normal age group it is the parent's responsibility to again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of the preferred school to decide whether to admit the child out of the normal age group. The admission authority must make a decision on the basis of the circumstances of each case and in the child's best interests, and will need to bear in mind the age group the child has been educated in up to that point.

### **Pre-School and Early Years Opportunities**

St. Peter's operates an in-school Pre-School which offers places for children from three years old (East Bridgford St. Peter's Pre-School). This provides the potential for all day provision ('wrap around care'). We work very closely with our excellent Nursery unit which is conveniently situated within our school site. To find out more about this facility or arrange a visit you should ring our school office or simply call in. Attendance at the early year's provision at the school does not automatically guarantee a Reception (Foundation 2) place.

**If you have any questions, queries or concerns, please do not hesitate to get in touch with us.**