Admissions Consultation TBC

Sturton Le Steeple C of E VA Primary School
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Headteacher: Mr. Mark Elliott

Sturton Le Steeple C of E VA Primary is a school in the Diocese of Southwell & Nottingham. The Governing Body is the admissions authority for the school.

The School Admissions Code 2014 requires that all admission authorities undertake a statutory consultation to seek the views and comments of anyone who may be affected by the proposed changes.

All academies must have admission arrangements that clearly set out how children will be admitted, including information about what happens if there are more applications than places available (oversubscription criteria). The criteria must be reasonable, clear, objective, procedurally fair and comply with all relevant legislation, including equalities legislation. It is for the admissions authority to decide which criteria are most suitable for the academy, according to local circumstances.

From **9th November to 22nd January,** Sturton le Steeple C of E VA Primary School is consulting its 2028-29 admission arrangements as part of the 7 year rule.

There are no proposed changes to Sturton LE Steeple C of E VA Primary School 2028-2029 Admission Arrangements:

ADMISSION ARRANGEMENTS

The published admission number is 15 children for admission to Reception.

Children who are allocated a place will be admitted full-time in September if they are 5 in the academic year (DOB 1.9.2022 to 31.8.2023). Parents may defer their child's admission until the start of the term after their 5th birthday. Parents can request that their child attends on a part-time basis until they reach compulsory school age.

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

The closing date for applications is 15th January 2028. Late applications will be dealt with by Nottinghamshire County Council Admissions team.

Applications must be made to the home local authority for where the child lives by the closing date. A supplementary information form should also be completed and returned to school by the closing date in support of applications made in accordance with Criterion 5 as published below (to confirm regular attendance at Church).

The offer of a school place will be made by the L.A. to all parents on the 'offer day' which is 16th April 2027, as set out in the co-ordinated scheme.

The school operates a waiting list for its intake year group in partnership with Nottinghamshire LA. As applications are received, the waiting list is re-ranked. This is kept and prioritised following the oversubscription criteria until the end of the first week of the spring term.

ADMISSION OVERSUBSCRIPTION CRITERIA

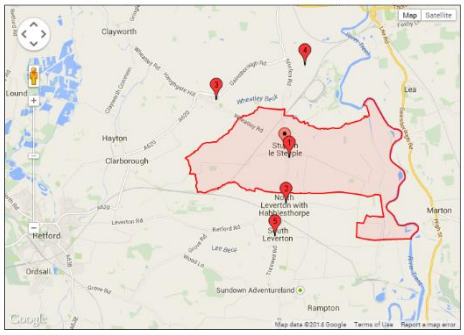
In the event of over-subscription, all applications for the reception year will be considered in accordance with the admission criteria, as set out below.

Children who have an Education, Health Care Plan, which names the school will be admitted which will reduce the number of places available to other applicants.

1. Looked after children and previously looked after children *

2. Children who live in the school's catchment area (Parish of Sturton Le Steeple) who will have a brother or sister at the school at the time of admission

3. Other children who live in the catchment area (Parish of Sturton Le Steeple) as defined below



4. Children who live outside the catchment area who will have a brother or sister at the school at the time of admission

5. Children who have regularly attended worship with their parent or another carer at a Church of England church or a church that is a member of "Churches Together in England".
6. All other children

*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 (see the definition in 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). Further references to previously looked after children means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and those children who

appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

- A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.
- 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).

In the event of over-subscription within any criteria, priority will be given to children living nearest to the school on the closing date for applications. Distances will be measured in a straight line from the child's home address to the main entrance of the school using Google Maps.

In cases where parents have shared responsibility for a child following the breakdown of their relationship and the child lives for part of the week with each parent, the distance measurement used will be the shortest home to school house.

In the event of two distances being equal, lots will be drawn and independently verified. This will be undertaken by a member of the Sturton Le Steeple Parish Council who is independent of the school.

Where one child of a multiple birth can be admitted, his or her brother or sisters will also be admitted (multiple births are an exception).

Parents may seek a place for their child outside of their 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 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. A letter of request must be sent to the Governing Body requesting admission outside of their normal age group. This will not take precedence over the subscription criteria. This will be discussed by the Pupil & Personnel Committee.

Special Circumstances: The following groups of children will be given special consideration by the Governors 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.

The school will make decisions on the basis of 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, their 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 school will also take into account the views of the head teacher of the school concerned.

When the school inform a parent of their decision on the year group the child should be admitted to, the Governors will set out clearly the reasons for their decision.

When the school agrees to a parent's request for their child to be admitted out of their 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, unless the parental request is made too late for this to be possible, and on the basis of their determined admission arrangements only, including the application of

oversubscription criteria where applicable. The school will not give the application lower priority on the basis that the child is being admitted out of their normal age group. Parents have 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.

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

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 31st December. The school continues to maintain a waiting list until the 31st May.

IN-YEAR ADMISSIONS

All other admission requests will necessitate the completion of the appropriate application form by parents/carers. The school will normally admit pupils up to the PAN set for the year group when it was first admitted. Parents should apply in writing to the Governing Body. The above criteria will apply. A copy of the application form is available by clicking here.

Governors will consider admission requests and places will be filled in accordance with the admissions criteria.

Distance will be calculated using Google Maps.

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)

In the case of a 'waiting list', this will be held by the school and monitored by the Governing Body. Applications will be re-ranked on the waiting list as they apply.

RIGHTS OF APPEAL

When requests for admission is refused, the applicants will be informed in writing of the reasons for the refusal. For applications during in-year, the Clerk to the Governors Admissions Committee will write to parents advising them of their rights of appeal.

Appeals should be made to the Chair of the Governing Body (contact details are available on the school website or from the school office.

For admissions into the intake year through the co-coordinated admissions scheme, the home local authority will inform applicants of the outcome of their application and of their right of appeal.

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.

DEFINITIONS
Parent

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

Home Address

The home at which the child lives for the majority of their time. In the event of a 50:50 split, the nearest address to school will be used.

Looked after children and previously looked after children

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)

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

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.

SUPPLIMENTARY INFORMATION FORM- MINISTER'S VERIFICATION

Applications on denominational grounds must be supported by a supplementary form completed by a parent with verification from a minister of religion that both the child and parent have practiced their faith by worship at least once per calendar month at the minister's place of worship for at least the past year.

At all times the Governing Body will work with Nottinghamshire Admissions team to ensure the Fair Access Protocol is upheld.

Sturton le Steeple CE Primary School

Supplementary Information Form

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

This supplementary form must be returned directly to the school.

The formal admission application should be returned to the home local authority.

Children who have regularly attended worship with their parent or another carer at a Church of England church or a church that is a member of "Churches Together in England".

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

1. Child details:

Child's name: _____

Child's date of birth: _____

Parent/carer's name: _____

Parent/carer's address: _____

_____

_____

_____

_____

2. Parent/Carer Declaration

I the parent/Carer_____ have worshipped at least once a month for the last year at

My child _____ has also worshipped at least once a month for the last year at

Signed (Parent/Carer) _____ Date _____

Consultation Information:

Full details of **Sturton le Steeple C of E VA Primary School** admissions consultation can be found on the school's website www.sturton.notts.sch.uk

All consultation information (hard copy) is also available upon request from the school.

Who are we consulting with?

The School Admissions Code 2014 requires that all admission authorities undertake a statutory consultation to seek the views and comments of parents/carers, other admission authorities, pre-schools, nurseries in the relevant area, Nottinghamshire County Council, neighbouring local authorities, Dioceses and anyone else who may be affected by the proposed changes.

The consultation will run for 8 weeks commencing on **9th November.** A copy of the School Admissions Code 2014 can be found at https://www.gov.uk/government/publications/school-admissions-code--2

How can you respond to the consultation?

We welcome and invite you to send your comments regarding the proposed arrangements by:-

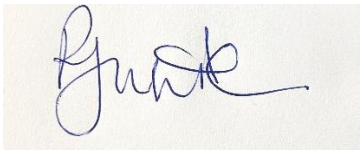
1. Completing a hard copy response form, available from the school's office.
2. Emailing the governing body office@sturton.notts.sch.uk

3. Writing to:-

   The school office
   Sturton le Steeple C of E VA Primary School
   Church Street
   Sturton Le Steeple
   Retford
   DN22 9HQ

What Happens next?

After the consultation period has closed the governing body (as the admissions authority) will give consideration to the responses received. The governing body will then determine **Sturton Le Steeple's C of E VA Primary School's** final admission arrangements for 2028-29. Following determination, the arrangements will be published on the school website www.sturton.notts.sch.uk



Chair of Governors



Headteacher