

Belmont C. of E. (Controlled) Primary School Admissions Policy 2015

The school welcomes pupils from all backgrounds irrespective of gender, disability, race, religion or language. We take children from the academic year in which they reach the age of 5 years into our Reception class. Our published admission number (PAN) is 50.

Parents, who would like their children to attend Belmont C. of E. (Controlled) Primary School must complete an admissions application form.

Applications must be made on the Local Authority Common Application Form which must be returned to the Local Authority, which is Durham County Council. Applications received after the closing date will only be considered **after** all those received by the closing date.

Children who have a statement of special educational need, which names Belmont C. of E. (Controlled) Primary School, will be allocated a place as a statutory entitlement and therefore overriding the subscription criteria. The Local Authority will decide if the school is appropriate for a child with a Statement of Special Educational Needs following consultation with the child's parents and the school. The School will comply with a parental preference unless the school is unsuitable to the child's age, ability, aptitude or special educational needs, or the placement would be incompatible with the efficient education of the other children with whom the child would be educated, or with the efficient use of resources.

Children of UK service personnel (UK Armed Forces) whose parents have a confirmed posting to the area or crown servants returning from overseas to live in the area, will be allocated a place in advance of the family arriving in the area. This is provided that the application is accompanied by an official letter that declares the relocation date and a unit postal address or quartering area address.

Oversubscription criteria

If the number of applications exceeds the number of places available, children will be admitted in the following order:

1. Children who are 'looked after' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. A looked after child is a child who, at the time of making an application to a school is:
 - (a) in the care of a LA, or
 - (b) being provided with accommodation by a LA in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).
2. Children who have a sibling attending the school at the time of their admission. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step-brother or step-sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

3. Medical or social criteria: Pupils with very exceptional medical or social factors directly related to school placement. Applications must be supported by written evidence from a doctor or other professional practitioner, setting out the particular reasons why Belmont CE Primary School is the most suitable school, and will be considered on a case-by-case basis, as assessed using the Local Authority criteria. (Medical only.)
4. Any other children.

Distance criteria

Where there are places for some children, but not all, in a category then a distance criterion will be applied as follows:

- In assessing home to school distance the school employs the LA to measure distances by the shortest walking route. Routes are measured from the centre point of the pupil's house, or in the case of a flat from the centre point of the building, to the nearest school entrance. A Geographic Information System (GIS) is used to identify and measure the shortest walking route. The GIS identifies routes on the Ordnance Survey Integrated Transport Network and Urban Paths Network, which are national recognised datasets. The routes include all man-made paths, i.e. those that are metalled or surfaced. Those children living closest to the school will receive priority.
- When measuring distances the measurement is accurate to 3 decimal places and this will be used if there are multiple children appearing to live equidistant from the school.
- Pupils who live nearest the school will be based on the parents' address. The parental address is classed as any person who has the legal parental responsibility of the child. The address of child minders or other family members, who share in the care of the child, **should not be used**. If parents have more than one property, the only property which can be used for admissions purpose is the property where the child actually lives and spends most time during the school year. If parents are separated and the child lives for periods of time with each parent, the parental address used will be the property where the child is mainly resident during the school year.
- We are unable to consider temporary addresses as being the parental address. This means that if, for example you live temporarily with other family members or move to temporary accommodation for any reason, the parental address remains the address at which you were living before the temporary move took place.
- If the permanent address changes you must notify the Admissions, Appeals and Transport Entitlement team at County Hall immediately, as this may affect the offer of a place made to your child.
- The school reserves the right to seek proof of address and withdraw any offer of a place made on the basis of any fraudulent or intentionally misleading information that you provide.

- Where the last place to be allocated would mean that a multiple birth sibling group i.e. twins, triplets or other multiple birth sibling groups, would be split, the sibling group will be given priority over children adjacent to the group when ordered by distance.

Tie breaker

If there are multiple children living the same distance from the school, or children living in a block of flats and all other admissions criteria have been applied, there will be a random allocation of places in order to ensure that individual children are not discriminated against.

Right of Appeal: If you are not successful in obtaining a place for your child at our school, you have a statutory right of appeal. Appeals against a decision may be made to the Legal Department of County Hall who act on behalf of the Diocese and should be addressed to the Chair of Governors of the school. Appeal information will then be forwarded to the legal department of County Hall.

J. Wynn
April 2015