

## **Beaconside Church of England Aided Primary School.**

### **Admissions Policy 2016/2017**

The Governors of Beaconside Church of England Aided Primary School are the Admissions Authority. Following consultation with the Diocesan Board of Education and the Local Authority the Governors have set the published admission number for access to the reception class as 73.

An application for admission to our School is to be made on the form SA1 which is included in the parental information pack. It is also possible for an application to be made on the Local Authority's website. The parental information pack contains additional information.

Parents are encouraged to state three preferences on the application form. The Governors operate a system whereby they consider all preferences equally. Places are allocated according to this Admissions Policy and the Local Authority's Coordinated Admissions Scheme. Parents will be notified of their application by the local authority. Parents of those children not offered a place will be informed of the reason, their right of appeal and offered an alternative school by the Local Authority.

In the event that there are more applicants than places the Governors will allocate places using the following criteria. These are listed in order of priority.

1. Children who are in Public Care. A child in public care is defined as a child who is looked after by the Local Authority within the meaning of section 22 of the Children's Act 1989. This is extended to include children who have been in public care but are now subject to a child arrangements order.
2. Children living within the catchment area having brothers and sisters attending our School at the time of their admission giving priority, if necessary, to those children with the youngest siblings. Brothers and sisters are those living at the same address including step and foster children.
3. Children living within the catchment area who with a parent attend at least twice a month, a church in membership of Churches Together in Britain or the Evangelical Alliance. Attendance may be at more than one church but should be for at least two years prior to the application date.
4. Children living within the catchment area who with a parent worship in a non-Christian faith which is in membership of the U.K. Interfaith Network. The Governors will seek confirmation that the parent meets the normal religious obligations of the faith.
5. Children living within the catchment area.
6. Children who have attended Acorn Nursery at the school.
7. Children living outside the catchment area having brothers and sisters attending our School at the time of their

admission giving priority, if necessary, to those children with the youngest siblings. Brothers and sisters are those living at the same address including step and foster children.

8. Children living outside the catchment area who with a parent attend on a regular basis, i.e. at least twice a month, a church in membership of Churches Together in Britain or the Evangelical Alliance. Attendance may be at more than one church but should be for at least two years prior to the application date.
- 9 Children living outside the catchment area who with a parent worship in a non Christian faith which is in membership of the U.K. Interfaith Network. The Governors will seek confirmation that the parent meets the normal religious obligations of the faith.
- 10 Any other children living outside the catchment area.

The criteria outlined above will be strictly followed there being one exception. If a child has an Education, Health and Care Plan or Statement of Special Educational Needs naming Beaconside CE Aided Primary School then irrespective of the criteria the child will be admitted as in these circumstances the Governors have a statutory duty to admit the child concerned.

### **Tie Break.**

Where there are more applicants than places available in any category after **all** the aforementioned criteria have been considered, then distance will act as the final determining factor. The distance is measured from the child's home front door to the main entrance door of the school. The distance is determined by a straight line measurement on a map, the closest addresses having priority.

### **Address of Pupil.**

The address on the application form must be the current one at the time of application. Where a child can live at more than one address the home address is to be the one where the child sleeps and thus wakes up for all or the majority of the school week. Where there is any doubt the Governors reserve the right to verify the information provided by the parent(s), for example, through the GP or the child benefit address.

### **Successful Applications.**

Last year the Governors of Beaconside CE Aided Primary School were able to admit all the pupils whose parents applied.

### **Late Applications.**

If there are extenuating circumstances for an application being received after the closing date, for example a family moving into the area, then the Governors will consider it provided they have not established their list of pupils for admittance. Otherwise late applications will be considered after all other applications and if necessary placed on the waiting list.

### **Waiting List.**

Those children who are not offered a place may, if the parents so wish, be placed on a waiting list. The names will be placed on the list in the order of the admissions criteria. Late applicants will be slotted into the list according to the admissions criteria. It is thus possible for a child recently arrived in the area to have a higher priority than a child who has been on the waiting list for some time. Irrespective of whether an appeal has been submitted, if a place becomes available it will be offered to the child at the top of the list. The waiting list will remain open for the whole of the first term in the year to which it relates.

### **In Year Admissions.**

In Year admissions are those which occur outside the “normal” admission time. If you wish your child to attend Beaconside CE Aided Primary School you should visit our School and admission details will be provided. If your child is refused a place then you will be informed of your right to appeal.

### **Fraudulent applications.**

If the Governors of Beaconside CE Aided Primary School discover that a child has been awarded a place as a result of an intentionally misleading application from a parent, for example, an incorrect address and as a result it effectively denies a place to a child with a stronger claim then the Governors will withdraw the offer of a place. The Governors will reconsider the application and the right of appeal offered if a place is refused.

### **Deferred admission.**

If your child’s fifth birthday is between September and December then if you wish admission may be deferred until the beginning of the Spring Term. If it is between January and April admission may be deferred until the beginning of the Summer Term at the latest though it is recommended in your child’s interests that deferment is no later than the start of the Spring Term in January 2015. You can also request part time education until the term in which your child reaches compulsory school age.

### **Appeals Procedure.**

If the Governors are unable to offer your child a place because of over subscription you as a parent have a right of appeal under the School Standards and Framework Act 1998 as amended by the Education Act 2002. You should notify the Clerk to the Governors at Beaconside CE Aided Primary School within 20 school days of receiving the letter refusing a place. As a parent you will have an opportunity to submit your case to an independent (of the Governors) appeals panel both in writing and in person. You will normally receive 10 school days notice of the time and venue for the appeal hearing. An independent appeal will be organised on behalf of the Governors by the Legal and Democratic Services Unit at Carlisle.

If your child was refused a place in a reception or key stage one class because of Government limits on infant class size the grounds on which your appeal could be successful are limited. You would have to show that the decision was one which no

reasonable governing body would have made or that your child would have been offered a place if the governors' admissions policy had been properly implemented. This right of appeal does not prevent you from making an appeal in respect of any other school.

**Multiple births.**

The Governors of Beaconside CE Aided Primary School will ensure as far as possible that twins, triplets or those children born in the same year are not separated. Such children will be given priority in any particular category. While no infant class is to contain more than 30 pupils there can be very limited exceptional circumstances. The admittance of such a child(ren) will be known as an "excepted pupil" for the time they are in an infant class or until the numbers fall back to the size limit. An excepted child would be one whose twin or sibling from a multiple birth is admitted otherwise than as an excepted pupil. It might also include a stated or looked after child or a child of a U.K. Serviceman to be admitted outside the normal admission period.

**Nursery.**

If you have a child in Acorn Nursery then you must make a separate application for the Reception Class. A place in Acorn Nursery does not guarantee a place in our Reception Class.

The admission of your child to our School is not dependent on your ability or willingness to make financial contributions.

Signed  
Headteacher

*T Glendinning*

Signed  
Chair of Governors

J Markey

Date 08/04/15

This policy will be reviewed  
Date Autumn 2019 (unless changes require earlier review)