



## Reception Admissions Policy

Our admission arrangements are as follows:

All children may begin their Reception Year in the September prior to their fifth birthday. There is a staggered intake during the first week of the new school year. Only in exceptional circumstances would alternative arrangements be made. See Page 2.

Inclusion of all children is important for the school. When considering the admission of special educational needs pupils, or those who may be disabled, the criteria adopted is the same as for other pupils, with the proviso that the Headteacher and Governors reserve the right to request a special educational assessment of such a pupil, prior to admission, to ensure the child's needs can be successfully met by the school.

A list is kept of parents interested in future places for their children and parents are written to at the beginning of the Autumn Term each year accompanied by a NYCC preference form. It is important that parents complete a preference form even if they live in the school's normal catchment area and return it to the Harrogate Local Area Office as soon as possible.

The school currently has an admission level of 42 pupils for each year group. If applications for places exceed this number then places will be allocated as per NYCC's Admission Policy as follows:-

- First, pupils with Statements of Special Educational Needs naming the school concerned and pupils who are 'looked after children'. For September 2013, this will also include 'previously looked after children' i.e. adopted children.
- Second, pupils who are recommended by the Director of Children and Young People's Service, including children in the care of a local authority, or by the appropriate designated medical officer. This should be supported by a statement in writing from a doctor, social worker or other appropriate professional, which says that it is essential for the child to go to the preferred school and no other.

- Third, pupils from homes with poor housing conditions or overcrowding, or from a background which could affect the child's normal educational development. This should be supported by a recommendation of a doctor, social worker or other professional.
- Fourth, the pupils living within the normal area of the school, giving priority to the oldest children first.
- Fifth, to pupils from outside the school's normal area, giving priority to those who have siblings in the school already and then whose home is nearest to the school (this means a route along which a child, accompanied as necessary, can walk with reasonable safety to school).

Should parents not agree with an admissions decision they may appeal to the Authority.

During the second half of the Summer Term an intake meeting is held for parents when further information is available, items of uniform can be purchased and parents are able to view the school, meet the staff etc.

#### Exceptional circumstances for Reception September intake

If staff and parents consider a child, with a birthday after January, not to be ready to start school, part time arrangements can be made. The criteria used to inform such a decision will be based around the child's maturity and social independence and will cover aspects such as:

- Leaves the parent/carer happily
- Acknowledges name
- Can manage on own using the toilet
- Can sit and listen
- Shares toys with others
- Displays non-aggressive behaviour
- Can make a reasonable attempt at dressing and undressing