

## **St Buryan Academy Primary School ADMISSIONS POLICY 2018-19**



St Buryan Academy Primary School is its own Admissions Authority by virtue of the fact that it has Academy Status.

All pupils will be offered a place in the school without reference to ability, aptitude, ethnicity or gender and all will be treated under the school's Equal Opportunities Policy. (Please refer to Ofsted reports for confirmation of this practice).

The number of admissions per school year group is 20 (as agreed with LA).

For pupils approaching their Reception Year, application forms will be completed in accordance with the Policy of Cornwall Authority. These forms will be sent to County Hall, Truro for perusal. Parents will then receive a letter from the LA during the Spring term. Any late applications will also be passed onto the Authority.

Children approaching their Reception Year will generally be accepted as per the Authority guidelines and Timetable.

In the unlikely event of oversubscription the following criteria will apply:

1. Children in Care and children who were previously in care \*\*
2. Where the child has a brother or sister\*currently attending the school at the intended date of admission
3. Where the child lives in the catchment area
4. Where there are medical grounds (supported by Education, Health and Care Plan or GP's letter) for admitting the child
5. All other children

\*A brother or sister is a child with at least one natural parent or adoptive parent in common, living at the same or a different address. Children living in the same household at the same address would also be counted as a brother or a sister, regardless of their actual relationship to each other.

**\*\*Children in care and children who were in care but immediately after being in care became subject to an Adoption, Child Arrangement, or Special Guardianship Order.**

A 'child in care' is also referred to as a 'looked after child' and 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).

A Waiting List will be made once the PAN has been reached. The governors will maintain a Waiting List after the conclusion of the co-ordinated scheme.

Children will be listed in priority order according to the school's oversubscription criteria, although children who are the subject of a direction by the local authority or who are allocated to the school in accordance with the Fair Access protocol, will take precedence over any other child already waiting on the waiting list.

In the most unlikely event of the need of a tie-breaker because of oversubscription in any of the above criteria, then the proximity of the child's home address (present place of permanent accommodation) from the front gate to the main gate of the school, as measured by 'how the crow flies', using an Ordnance Survey map, will be the deciding factor for admitting the child, with those living nearest accorded the highest priority.

For those children who have applied to join the school for their Reception Year, a single point entry in September will be offered. All admissions arrangements for children are subject to parental consent before the age of 5 years. Any deferred admissions would be accepted into the school provided the school has the capacity to accept them. Children are of compulsory school age from the beginning of the term after their fifth birthday, although it is school policy to encourage them to join the school at the start of their Reception year. A Pre-Reception facility, which offers five part-time sessions, was introduced within the school situation during 2012-13.

Placement outside the normal age group: 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. Parents should contact the Headteacher in

the first instance and the admission authority will make decisions on the basis of the circumstances of each case and in the best interests of the child concerned.

The governors operate an equal preference scheme.

All parents who are refused a place will have the right of appeal to an independent panel and these parents would be sent details of the Appeal Procedure.

Parents are welcome to refer to the Cornwall Council website for details of on-line applications. Parents should refer to the document 'How to apply for a place in Reception Class in Cornwall' which is also available on the website.

This gives full details of the application process.

All admissions arrangements, for all children, are subject to parental consent before the child has reached the age of five.