

Admissions Policy

Date agreed by Governors: _____

Review date: _____

Governor signature: _____

Date of next Review: Autumn 2016

General Introduction:

This policy supports the work of the school in promoting its mission statement, aims and values.

Mission statement:

St Michael's VC School endeavours to provide a happy, safe, caring and stimulating learning environment, based on Christian principles in which all members of the school community are valued as individuals and are encouraged to reach their full potential.

School aims:

At St Michael's we value every member of our school community and our aims are for every child, whatever their background or circumstances, to have the support they need to:

- Develop their understanding of the value of leading a healthy lifestyle
- Work and play in a secure and safe environment in which they are encouraged to develop moral values and mutual respect
- Experience an exciting curriculum which fosters their enthusiasm, develops an enquiring mind and enables every child to achieve his/her full potential
- Access an education for life which promotes British Values that enable all learners to become effective and reliable members of the wider community
- Foster ambition and expectation to carry through to adult life

To achieve these aims all learners, staff, parents and governors will work together to promote our **core values** of peace, courage and respect.



Policy's aims and objectives:

The governing body of St. Michael's Church of England Primary School applies the regulations on admissions fairly and equally to all those who wish to attend this school. This policy conforms to the regulations and guidance of all of the following: The School Standards and Framework Act 1998; The School Admissions (Infant Class Sizes) (England) Regulations 2012; The School Admissions (Admissions Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012; The School Admissions (Appeals Arrangements) (England) Regulations 2012; School Admissions Code and School Admissions Appeals Code 2102.

We are an inclusive school that welcomes children from all backgrounds and abilities.

All applications will be treated on merit and in a sensitive manner.

The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we enforce the procedure set out below in order to determine whether a child is accepted or not. It is our wish to allow parents the right to have a place at the school of their choice. However, this is not always possible, due to the excess demand on the school places available.

The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of this school.

Admissions Criteria

The admissions criteria are listed below in priority order.

First priority

Children who are "Looked After" by the Local Authority.

Second priority

Children living in the designated catchment area of the school who will have a brother or sister attending the school at the time of admission.
(see note A below)

Third priority

Children living in the designated catchment area of the school.

Fourth priority

Children living outside the designated catchment area of the school who will have a brother or sister attending the school at the time of admission.
(see note A below)

Fifth priority

Children living outside the catchment area as defined by the Local Authority and who regularly attend the church of St Michael, Poole Hill or the church of St John, Surrey Road.
(see note B below)

Sixth priority

Children living outside the catchment area of the school who live closest to the school as measured by straight-line distance.
(see note C below)



Notes

- A. *Brothers and sisters are defined as half or full brother or sister, adoptive brother or sister and the children of parents who are married or cohabiting, where the parents and children live together in the same household.*
- B. *Applicants seeking admission under category 5 will be required to supply evidence from the Vicar of the relevant Parish of being practising members of the faith. Regular attendance is considered to be at least fortnightly demonstrated over a period of at least 12 months before the closing date set by the Local Authority for return of applications. A Supplementary Information Form is available for parents applying under that category.*
- C. *Live closest to the school as measured by the straight-line distance calculated by the Authority's Geographical Information System (GIS) in use at the time of allocation (the system at the time setting the policy takes the measurement between the address mapping points of the school and the applicant's home). If distances are equal, as calculated by the Council's GIS system, for example a flat in a block of dwellings with the same front entrance a random allocation system will be used to determine the allocation.*

How parents can apply for their child to be admitted to our school:

As our school is a voluntary controlled school, the school determines the admission arrangements in agreement with the Local Authority (LA). The LA is therefore the 'Admissions Authority' for our school. The regulations for entry to each school, where the Admissions Authority is the LA, are published by the LA. Parents can receive a copy of these regulations directly from the LA.

The LA publishes a composite admissions prospectus each year, which gives information about how parents can apply for a place in the school of their choice. Parents have a right to express a preference for the school of their choice and they should do so on the application form. Expressing a preference does not, in itself, guarantee a place at this school. Application forms can be obtained from the school office or the LA and should be completed by the date stipulated on the forms. Parents are notified about the school place as soon as all the applications have been considered.

In this area, children enter school in the academic year they become five. There is one admissions date per year, early in September (i.e. at the start of the school year). Therefore, parents who would like their child to be admitted to this school during the year their child is five should ensure that they complete the necessary preference form by the closing date in January.

Admission appeals:

If we do not offer a child a place at this school, it is because to do so would prejudice the education of other children by allowing the numbers of children to be above the number allowed by the government regulations.

If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent appeals panel then meets to consider all appeals by parents who have been refused a place at our school and who wish to appeal against this decision. An appeals panel's decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to our school, then we will accept this and continue to do all we can to provide the best education for all



the children at our school, (Details of appeal arrangements are set out in the Code of Practice on School Admissions Appeals, which came into force in September 1999).

The Admissions number:

The admissions number is the number of children the school can accommodate. The admissions number for our school is 90. We keep this number under review and the governors will apply to change the number if circumstances allow. The admissions number of 90 came in to force from September 2011. The maximum number of pupils in cohorts admitted before this date remains at 60.

Reception Admissions:

Reception pupils will be admitted into the school from the first day of the autumn term on a full-time basis if this is the parental choice.

Parents may choose to opt for full time at any point up until autumn half term.

Alternatively, parents may choose to defer full-time attendance until the beginning of October.

In exceptional circumstances parents who feel their child would not be ready to start full time education from this point should contact the school to discuss their preferred arrangements with the Head Teacher. The Head Teacher will listen to individual cases and make a decision in accordance with the information provided and his/her professional judgement. The Head teacher's decision is final.

Parents may also choose to defer their child's attendance until the term he/she turns five years of age.

Review:

This policy will be reviewed annually with the Admissions Authority in the light of any changed circumstances in our school or the local area.

