



## **The Curzon C. of E. Primary School**

### **Admissions Policy**

Admissions to the Curzon Church of England Voluntary Aided School, Quarndon, Derbyshire for the academic year 2018-2019.

Admission to full-time schooling is at one point only in the school year, namely in September.

All children start at the beginning of the Autumn Term following their fourth birthday; however parents do have the right to defer entry. Parents may request that the date their child is admitted to school is deferred until later in the academic year or until the term in which the child reaches compulsory school age, and parents may request that their child takes up the place part-time until the child reaches compulsory school age.

The Published Admission Number for each year group is 19. The Governors expect to admit up to 19 children who will reach their fifth birthday during the year beginning 1<sup>st</sup> September 2018.

Reception children starting at the beginning of the Autumn Term have a week of “half days” before starting full time schooling.

As part of the pre-school preparations, parents will be invited to bring their children into school for visits. A pre-school preparation pack is given to parents, designed to help prepare and settle their children into the reception class.

The Local Authority is required to co-ordinate admissions to all Derbyshire Primary, Infant and Junior Schools. The Authority acts as a ‘clearing house’ for all admissions and enables parents to express a preference for one, two or three schools and to place those preferences in rank order. The County Council will provide information to all Derbyshire Infant and Primary schools to alert parents of the need to apply for a reception school place. In addition the Council mounts a County

wide publicity campaign to raise awareness of the application procedure. Parents can apply on line at [www.derbyshire.gov.uk/admissions](http://www.derbyshire.gov.uk/admissions) or by ringing Call Derbyshire on 01629 533190.

The Curzon School will follow the coordinated scheme for matters such as waiting lists, late applications, appeal dates etc. No pupil will be refused admission to school on the basis of his or her special educational need. In line with the SEN and Disability Act we will not discriminate against disabled children and we will take all reasonable steps to provide effective educational provision.

Where applications for admissions exceed the number of places available, the following criteria will be applied in the order set out below to decide which children to admit.

- i) Children who have a statement of Special Educational Needs or an Education, Health and Care plan (EHC) that names The Curzon Primary School.
- ii) Children *looked after* in public care.
- iii) Children
  - (a) whose home is in the Parish or beneficial area in which the school is situated, and
  - (b) who have one or more *siblings* currently attending the school at the time of application and admission, and
  - (c) of whom at least one *parent or carer* has *regularly worshipped* at a Christian church for a period of one year prior to the date of application.
- iv) Children
  - (a) whose home is in the Parish or beneficial area in which the school is situated, and
  - (b) who have one or more *siblings* currently attending the school at the time of application and admission.
- v) Children
  - (a) whose home is in the Parish or beneficial area in which the school is situated, and

- (b) of whom at least one *parent* or *carer* has *regularly worshipped* at a Christian church for a period of one year prior to the date of application.
- vi) Children whose home is in the Parish or beneficial area in which the school is situated.
- vii) Children
  - (a) who have one or more *siblings* currently attending the school at the time of application and admission, and
  - (b) of whom at least one *parent* or *carer* has *regularly worshipped* at a Christian church for a period of one year prior to the date of application.
- viii) Children who have one or more *siblings* currently attending the school at the time of application and admission.
- ix) Children of whom at least one *parent* or *carer* has *regularly worshipped* at a Christian church for a period of one year prior to the date of application.
- x) All other children whose parents have requested a place.

In the event of an over-subscription of children meeting any of the above criteria, the Governors will give priority according to the proximity of the child's home to the school – the local authority's system will be adopted to measure the shortest distance from home to school as a straight line. In the case where the distance between two or more children's home and school is the same lots will be drawn for admission.

Names of children whose applications are unsuccessful will be placed on a waiting list which will be maintained for one term. Priority on the waiting list will be assigned on the basis of the School's Admissions Criteria.

Parents who are unsuccessful in their application are entitled to appeal against the Governors' decision to an independent appeals committee. Parents who wish to appeal should do so in writing to:

The Chair of Governors  
The Curzon C. of E. Primary School  
Church Road  
Quarndon  
Derby DE22 5JA

Forms must be returned by (contact the school) at the latest for decisions notified on (contact the school) or for decisions notified after that date within 20 school days of receiving notification that your application was unsuccessful. Parents can get more information about appeals and make their appeal on line at [www.derbyshire.gov.uk/admissions](http://www.derbyshire.gov.uk/admissions) or they can contact the Admissions and Transport Team by emailing [admissions.transport@derbyshire.gov.uk](mailto:admissions.transport@derbyshire.gov.uk) or ringing 01629 537479.

Appeal hearings will be convened by the Derby Diocesan Board of Education or Derbyshire County Council, as the school shall decide.

#### **DEFINITIONS:**

1. *Looked after children* are those who are either looked after by the Local Authority or children who were looked after, but cease to be so because they were adopted (or became subject to a residence order or special guardianship order).
2. The '*beneficial area*' covers an area outside the ecclesiastical Parish boundary, but within the LA agreed area. (Please refer to accompanying map).
3. *Home* means the address in which a child normally lives.
4. *Siblings* means brothers or sisters who normally live at the same address and
  - a. have one or both natural parents in common;
  - b. are 'step siblings' by reason of a parent's marriage, civil partnership, or living together with another person as though they were husband and wife;
  - c. are adopted or fostered by a parent living at the same address.
5. *Parent* means any parent, whether or not the child lives with them.

6. *Carer* means any adult living with the child who exercises day to day care in respect of that child. It includes step parents, foster parents and adoptive parents who live with child.
7. *Regular worship* means attendance at a service of Christian worship at a church of any denomination at least once per month. Church attendance must be verified by a letter from the relevant priest, minister or churchwarden.

**Signed Chair of Governors .....**

**Signed Headteacher .....**

**Date .....**