



## **ADMISSIONS POLICY**

The Governing Body of Fairmeadows Foundation Primary School has determined the following arrangements for admissions:

This policy is subject to changes in law regarding pupil admissions.

### **Definitions**

#### **Sibling defined at the time of application and admission**

The term sibling is defined as:

A brother and/or a sister

A half-brother and/or a half-sister

A legally adopted child being regarded as a brother or sister

A step-brother and/or step-sister residing in the same family unit

### **Children in Care**

In accordance with the legislation, this is a child who is in the care of a local authority or provided with accommodation by that authority.

### **Capacity**

Pupils will be admitted without reference to ability or aptitude.

The school has a Published Admission Number (PAN) of 30.

Classes are organised, according to the educational philosophy of the school, on a year group basis and the Governors intend that the approved admission number will apply to all classes.

### **Procedures for admission to the Foundation Two (Reception Year) Group**

In accordance with Derbyshire Local Authority's Co-ordinated Primary Admissions Scheme, all applications for Reception places must be made to the Local Authority. Where applications exceed the PAN the Governors will apply the over subscription criteria as set out below. Parents will be notified of the admission decision by Derbyshire LA on behalf of the Governing Body of the school.

### Points of Admission

For admission to the 2019/20 school year, and subsequent years, admission authorities for primary schools must provide for the admission of all children in the September following their fourth birthday. The following must be noted:

- a) parents of children who are admitted for nursery provision need to apply for a place at the school if they want their child to transfer to the reception class;
- b) a place in Foundation One (Nursery) does not guarantee admission to the school;
- c) parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year; and
- e) parents can request that their child attends part-time until the child reaches compulsory school age. The admission authority (the school) will accommodate these requests where it appears to be in the best interest of the child.

### Deferred entry to primary schools

Parents of children who are admitted to the school before they are of compulsory school age may defer their child's entry until later in the school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child.

The parent would not however be able to defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

### Waiting List

In accordance with the Local Authority scheme, Derbyshire LA will establish a waiting list for all Derbyshire Primary Schools where the number of applications has exceeded the number of places available. This waiting list will be held until the end of the Autumn Term. After this time, the school will maintain the waiting list, if so required by the parents.

Places which become vacant will be offered to candidates using the over subscription criteria detailed below.

### **Oversubscription criteria**

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

Where after the application of any criterion, there is still a case of oversubscription, the next criterion in the list shall be applied.

Children who have a Statement of Special Educational Needs or an Education Health and Care Plan which names the school will be admitted before the oversubscription criteria are applied

- I. Children in Care or a child who was previously in care but immediately after being looked after became subject to an adoption, residence, or special guardianship order.
- II. Children who have siblings currently attending the school at the time of their admission. The term sibling includes a half-brother or half-sister, a legally adopted child who is regarded as a brother or sister, a step-brother or step-sister who resides in the same family unit
- III. Where there are clear medical or social grounds provided and these are supported by a written statement of evidence from a doctor, social worker or education welfare officer at the time of original application.
- IV. Children of staff at the school - where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made.
- V. Proximity of the child's home to school, according to the information as provided to the School by the Children's Services Department Geographic Information System (GIS) to measure the straight line distance. It is measured by a standard straight line distance calculated to within two metres. This measurement is taken from the postal address file, normally the house front door. For schools the grid reference is taken from the postal address file and will normally be the centre of the school.

Proximity will also be used as a tiebreaker in the event of over subscription in any of the above criteria.

**Procedures for admission into Year Groups 1- 6 (& Foundation Two (Reception) outside of the normal admissions round)**

Procedures for in-year applications follow the Local Authority guidelines.

**Where no places are available**

Where places are not available because the approved admission number for the relevant year group has been reached, the Governors reserve the right to refuse admission on the grounds that to admit children in excess of the approved admission number would prejudice the provision of efficient education or the efficient use of resources.

Parents who are refused admission will be advised about the relevant procedures to exercise their right of appeal.

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