



The Federation of Longhorsley and Whalton C of E Schools



# Longhorsley St Helen's Church of England First School

## Policy for Admissions 2018-19



## Policy for Admissions - 2018/2019

The governing body of Longhorsley St Helen's Voluntary Aided Church of England First School is the admissions authority for the school and they intend to admit up to 19 pupils to the Reception year group in September 2018/19. This arrangement follows consultation with the governing body, Local Authority, all other schools in the area and all other admissions authorities in the area.

The school is open to receive applications for admissions from parents of all children. If applications for the school exceed the standard number and cannot be accommodated, priority will be given to applications in the order of priority indicated below. We must give priority to looked after children<sup>①</sup> including those who were then adopted (or became subject to a residence order<sup>②</sup> or special guardianship order<sup>③</sup>) and those with special educational needs and then

1. pupils living within the catchment area of the school and those on whose behalf firm evidence is presented that they will be living in the catchment area by the appropriate admission date;
2. those children whose parents worship regularly and frequently<sup>3</sup> at St Helen's Church, Longhorsley or St Giles Church, Netherwitton;
3. parents who are regular worshippers at another Church of England Church;
4. pupils who have an older brother or sister who already attends the school and who is expected to be on roll at the school at the time of admission;
5. those children of another faith who wish to attend our school because of it's Christian denomination;
6. children who have special medical needs or other special circumstances (supported by medical/professional opinion);
7. other children

### Tiebreaker

Where there are places available for some, but not all, applicants within a particular criterion, distance from home to school will be the deciding factor, with preference given to those whose principal home address is nearest to the school, when measured in a straight line between the front door of the home and the main gate of the school, measured 'as the crow flies'.

### Waiting List

In cases when an application for a place in our school has to be refused, parents may request that the child's name be placed on the waiting list by writing to the Governing Body. If a place subsequently becomes available, the school's waiting list will be examined and priority will be given to applicants in keeping with the criteria shown above.

### Definitions

① 'looked after children' - are children who are in the care of the local authority in accordance with Section 22 or the Children Act 1989 at the time the application for admission to school is made and whom the local authority has confirmed will still be 'looked after' at the date of admission

② 'residence order' is an order outlining the arrangements as to the person with whom the child will live under Section 8 of the Children Act 1989

③ 'special guardianship order' - is an order appointing one or more individuals to be a child's special guardian or guardians

## Notes

*A map showing the boundaries of the School Catchment Area is attached and is also available in the School office.*

*Parents are asked to let the Headteacher know at the time of application whether their child has a disability.*

*If applicants are seeking admission under criteria numbers 2 and 3 above they will be asked to provide a letter of recommendation from their vicar/minister/priest. Regular worshippers are those whose parents share in the life of the Church attending at least once per month for at least one year.*

*If applicants are seeking admission under criteria number 6 they will be asked to provide appropriate evidence from a doctor or specialist clearly demonstrating why the school is the only school that can meet the child's needs. It should explain the difficulties that would arise if the child has to attend an alternative school. This evidence must be submitted with the application on or before the closing date. The governors must be satisfied that there is a specified medical reason which makes attendance at this school essential.*

*If a place is offered on the basis of false information (eg. address or church attendance) or if parents do not respond within the stated timescale to the offer of a place, the governing body reserves the right to withdraw the offer.*

*A Nursery Admissions Policy is in place. Children will be offered five nursery sessions (a total of 15 hours per week).*

## **The FEDERATION of LONGHORSLEY and WHALTON C of E SCHOOLS**

Written and agreed by staff, this Policy was formulated after considering the following:

1. aims and content;
2. teaching strategies;
3. dissemination and consultation process.

Reviewed by staff, considered by Governing Body Curriculum Standards and Policies Sub Committee and then approved by the Governing Body.