



Bishop Bronescombe C of E School



Admissions Policy 2017/2018

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| Updated: | October 2016 | Revised by: Debbie Carmichael |
| Due for Review: | October 2017 | Governor responsible: LGB |

School Aims:

At Bishop Bronescombe School we aim to give all children:

- ✚ Access to a rich curriculum which enthuses and equips them for life as citizens in the 21st century.
- ✚ Opportunities to explore their own developing Christian faith and to have respect for the faith of others.
- ✚ High self esteem by feeling valued as a member of our school.
- ✚ A sense of fair play, treating others with dignity and respect.
- ✚ The chance to enjoy taking part in a vibrant, forward looking school, moving their learning forwards.

Bishop Bronescombe School Motto is: '***Learning that lasts a lifetime.***'

General policy statement:

All staff, governors, volunteer helpers, students and visitors need to give due regard to all of the policies and practices adopted by the school. Whilst it is acknowledged that people other than staff cannot be expected to read every policy before a visit to the school, it may be that further guidelines are necessary in addition to the Visitor Policy, which all visitors must acknowledge and accept upon arrival. All staff carry responsibility for the welfare and success of the pupils in our school. Staff will advise anyone who is working alongside us of the necessary protocols, procedures and policies we follow.

Our special designation of being the Deanery School, means we give priority within our criteria for admission to children from across the deanery. The school operates an equal preference scheme for admissions.

Our published admission number (PAN) will be 45 for the academic year 2017/2018 for the new intake of children into our reception class.

Children born between 1st September 2012 and 31st August 2013 will be offered a full-time place in September 2017. Parents may choose for their child not to be admitted until their child is of full-time age, although as a school we would prefer the children to be with us as soon as they are of school age. However if a child is born between 01 April and 31 August the admission may only be deferred until April.

We keep a list of those parents who have expressed an interest in obtaining a place at Bishop Bronescombe School and will send those parents a copy of the Local Authority's booklet at the appropriate time. However, expressing a prior interest is not a requirement for admission and

the booklets containing application forms are available from all schools in Cornwall and from the Local Authority. Parents can also obtain the information they need from the Council's website, where they can apply online.

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 child already on the waiting list.

All applications have to be returned to the Local Authority by the date specified in the booklet. Parents will be notified of the outcome of their applications on the date specified in the Local Authority booklet. Late applications will be dealt with as outlined in the booklet.

The Governing Body is responsible for all admissions to the school. The Head of School is delegated to deal with admissions to vacancies in any age group when the number of applicants is not larger than the number of vacant places.

When applications outnumber vacant places available a panel of Governors from the Admissions Committee is delegated to consider all applications following the admissions criteria in order of priority.

The Governors are resolved to adhere to the timetable of admissions arrangements in line with all County and Voluntary Controlled Schools.

As a Church School the criteria for admission is laid down and monitored by the Governors. The over-subscription criteria are in order of priority:

If we receive more than 45 applications for places in our Reception Class the following criteria will be applied (in order of priority),

1. Children In Care and children who were previously in care. (Appendix 1)
2. Siblings – Brother or Sister who will be attending school at the proposed date of admission. 'Siblings' are defined as children with at least one natural or adoptive parent in common, living at the same or different address. Children living in the same household at the same address would also be counted as siblings regardless of their actual relationship to each other.
3. Practising Christians – Children whose parents can demonstrate Christian commitment by providing a supporting letter from a priest or minister of religion. This can be from an Anglican Church or from any other Christian denomination from present or past association with that church.

The Governing Body uses the National Society's recommended three tier stratification for faith-based places, giving priority to those at the heart of the Church.

Known to the church
Attached to the church
At the heart of the church

(see footnote for detailed definitions).

4. Children living in the Deanery of St Austell.
5. All other children.

Footnote:

Definitions of three tier stratification:

- (i) An applicant '**known to the church**' would not be a frequent but probably an occasional worshipper, someone who is perhaps known through a family connection, or one or more of whose family would be involved in some church activity, such as a uniformed or other church organisation. This would have least priority.
- (ii) An applicant '**attached to the church**' would be a regular but not frequent worshipper, by which is meant (for example) one who usually attends a monthly family or church parade service or is regularly involved in a weekday church activity including an element of worship.
- (iii) An applicant '**at the heart of the church**' would be a regular worshipper. We suggest that this might normally mean one who worships usually twice a month. To accommodate difficult patterns of work and family relationships account should be taken of week-day worship. The worshipper could be the child for whom application is made or one or both parents. This would have highest priority.

Appendix 1 Revised Code 2012

1.7 All schools must have oversubscription criteria for each „relevant age group“ and the highest priority must be given, unless otherwise provided in this Code, to looked after children (17) and previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (18) (or became subject to a residence order (19) or special guardianship order (20). Further references to previously looked after children in this Code means such children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after. Oversubscription criteria must then be applied to all other applicants in the order set out in the arrangements.

- *17 A 'looked after child' 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) at the time of making an application to a school.*
- *18 Under the terms of the Adoption and Children Act 2002. See Section 46 (adoption orders).*
- *19 Under the terms of the Children Act 1989. See Section 8 which defines a „residence order“ as an order settling the arrangements to be made as to the person with whom the child is to live.*
- *20 See Section 14A of the Children Act 1989 which defines a „special guardianship order“ as an order appointing one or more individuals to be a child“s special guardian (or special guardians).*

Tie-Breaker

In the event of two or more children having equal priority for a place at Bishop Bronescombe School, the child whose home address* is nearer to the school will have higher priority.

Final Tie-Breaker

Should the tie-breakers above still leave children with an equal claim because distances are exactly the same, random allocation will be used to decide on priority.

The school will use the Local Authority's Random Allocation Protocol which is available on request.

Parents/Family Members

A parent is anyone who has parental responsibility for or is the legal guardian of the child.

Where admission arrangements refer to 'parents' attendance at church' it is sufficient for just one parent to attend. 'Family Members' include only parents, as defined above, and siblings.

Distance

Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

*Home Address

Each child may have one registered address only for the purposes of determining priority for admission and transport entitlement. This address should be the place where the child is normally resident. If there is shared custody of the child, or a query is raised regarding the validity of the address, it may be necessary to use the address of the person receiving the child benefit for the child or to request a copy of a utility bill in order to make a decision.

Parents are asked to include in their application form any reasons for preferring the school which they wish the governors to take into consideration.

Deferred Admissions

Parents may choose to defer their child's place until he/she is of compulsory school age, this is the term after their fifth birthday. However if a child is born between 01 April and 31 August the admission may only be deferred until April. If the parents choose not to admit the child until the September then the parents will have to reapply for a place in Year 1.

Flexi-schooling

This school welcomes requests from parents for their child to be part educated at home. Requests will be considered on an individual basis and will be determined by the Headteacher. There will be consideration of the benefits and disadvantages expected for the child as well as the impact on the school with regard, for example, to organisation and discipline.

Late Applications

The booklet should be filled in and returned to the local authority as soon as possible. Parents will be notified by the Director of Services for Children, Young People and Families if their application has been successful.

In Year Applications

In-year applications will be handled by the Local Authority.

BBeebies Nursery Applications

Children can join the nursery in the term before their third birthday. Funding is received in the term after the child's third birthday. Payment for sessions will be required before funding is received or for additional sessions attended over the 15 hours funding allocation.

Nursery applications will be considered in line with BBeebies Nursery admission policy.