



St Meriadoc C of E Junior Academy
Cranfield Road, Camborne TR14 7PN
Tel 01209 713436

Admission Policy for 2019/20

The Governors of the above school are required by law to formulate an admissions policy for the whole of the Junior Academy regardless of year group. The Diocesan Board and Local Education Authority are consulted annually with this document.

The following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils with statements of special educational needs or an education, health and care plan where St Meriadoc CE Junior Academy is named, in the 2019/20 school year:

1. Children in care and children who were previously in care but immediately after being in care became subject to an Adoption, Child Arrangement, or Special Guardianship Order.
2. Children with a Statement of Special Educational Needs or Education, Health and Care Plan that names the school.
3. Children who have a sibling at St Meriadoc Junior Academy at the proposed time of admission.
4. Children who attend St Meriadoc Infant Academy at the time of application.
5. All other junior age (7 to 11) children.

The following definitions will be applied:

A 'child in care' is also referred to as a 'looked after child' and 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).

'Sibling' is defined as brothers or sisters who share both or one Parents - full brothers or sisters, half brothers or sisters.

A 'child in care' may also be referred to as a 'looked after child' and is a child who is (a) in the care of a local authority, (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).

A '**child arrangement order**' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Parents or Carers right to appeal against a decision of the Governors

If for any reason a child is not admitted to the Junior School, then Parents or Carers may wish to appeal.

Such an appeal is initiated by said Parents or Carers informing the school of their intention or desire to appeal.

Appeals will be brought to the attention of the Chair of Governors - currently Mrs Emma Haase.

The Parents or Carers should then ask the school for a form and notes for guidance. Parents or Carers return the completed form to the Local Education Authority. The L.E.A. Committee Services will arrange an appeal hearing. Appeals are considered by an independent appeals panel.

Tie breaker

In the event of oversubscription for that year and all the criteria being equal, the child living nearer to the school building will receive greater priority. The distance measurements will be done using Cornwall Council's nominated Geographical Information system. (Currently data map).

Application Procedure

1. Applications are dealt with directly by the Local Authority and can be made 'online' or by completing the appropriate form issued by the Infant School that the child attends.
2. If your child already attends St Meriadoc Infant Academy we would normally expect them to continue their education through into St Meriadoc Junior Academy. However, entry into the Junior Academy from the Infant School is **not** automatic and an application must be made to the Local Authority.
3. The closing date for receipt of applications for admission in September 2019 school year will be 15th January 2018 for both online applications and the Common Application Forms.

Parents or Carers will be notified of the outcome of their application for a place in Year 3 on 16 April 2018

4. Applications for Year 3 classes received by the Local Authority after the final closing date of 15th January 2018 will be dealt with in accordance with the LA's Co-ordinated Scheme available on the Council website. In the event of over subscription within the Year 3 group, Parents or Carers will be informed of their right to appeal.

It is not yet confirmed whether the Local Authority will continue handling in-year applications for 2019/20. If the responsibility remains with them the following admission procedures continue:

5. Applications for Year 3 places received *after* the first full week of the Autumn Term 2018 will be processed directly by the Headteacher, therefore applications must be returned to the Secretary of the school not the Local Authority and notification of placement will be given to Parents or Carers by the school. In the event of oversubscription within the Year 3 group, Parents or Carers will be informed of their right to appeal.
6. Applications for places within Year 4 / 5 & 6 groups will be processed by the Headteacher and notification of placement will be given to Parents or Carers. In the event of oversubscription within Year 4 / 5 & 6 groups Parents or Carers will be informed of their right to appeal.
7. Our Published Admission Number (P.A.N.) for each year group is 60. This limit is set by the Governors annually.

If a year group has reached its PAN, then with Parents or Carers agreement, the application will be kept on a waiting list until a place should become available.

Admission of children outside their normal age group

Parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Those wishing to request placement outside the normal age group should contact the Headteacher. Such requests will be considered on a case by case basis and in the best interests of the child concerned. Guidance can also be found at www.cornwall.gov.uk/admissions or on request from the School Admissions Team. Parents who are refused a place at a school for which they have applied have the right of appeal to an independent admission appeal panel. However, they do not have a right of appeal if they have been offered a place and it is not in the year group they would like.

All unsuccessful applications will be advised of the appeals procedure.