

NEEDWOOD C.E. (V.A.) PRIMARY SCHOOL

Our Admissions criterion ensures compliance with the 'The School Admissions Code,' which came into force on **19 December 2014** issued under Section 84 of the School Standards and Framework Act 1998 ('SSFA 1998')¹.made in consultation under Section 85(2) of the SSFA 1998 and after being laid before Parliament for forty days.

If the number of applications for admission to the school **exceeds the Planned Admission Number (PAN) of 12**, the following order of priority will be used to allocate the available places.

Special Educational Needs – in accordance with s.324 Education Act 1996, Needwood Primary School will automatically admit a child with a statement of Special Educational Needs / Education, Healthcare Plan that names the school. This is not an over-subscription criterion.

- a) Relevant Children in Care, including those previously determined as Looked After Children. (That is, children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
- b) Pupils living within the catchment area of the school, (Parishes of Newborough, Hoar Cross, Newchurch and Hanbury) who are members of the Church of England. (Supported by a letter from clergy) including those eligible for the early years pupil premium, the pupil premium and the service premium*
- c) Pupils who have an elder brother or sister in attendance at the school and who will still be attending the school at the time of the proposed admission date. (For admission purposes, a brother or sister is a child who lives at the same address and either: have one or both natural parents in common; are related by a parents marriage; are adopted or fostered by a common parent or are unrelated children who live at the same address, whose parents live as partners). *
- d) Other pupils, * in order of priority according to
 - Membership of the Church of England. (Supported by a letter from clergy.)
 - Membership of other Christian Churches. (Supported by a letter from clergy.)
- e) Other pupils arranged in order of priority according to how near their home addresses are to the main gate of the school by using straight line distance measurements.*

Admission of children below compulsory school age

- a. a child is entitled to a full-time place in the September following their fourth birthday;
- b. a child's parents can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made; and
- c. where the parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

Admission Outside of the Normal Age Group

Parents may seek to apply for their child's admission to school outside of their normal age group, for example if the child is exceptionally gifted and talented or has experienced problems such as ill health. In addition, the parents of summer born children may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted outside of their normal age group to Reception rather than Year 1.

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These parents will need to make an application alongside children applying at the normal age which should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. A decision as to whether this is an appropriate course of action will be made by the Local Authority who will take into account the circumstances of the case and views of the headteacher of the community or voluntary controlled school concerned. Parents do not have the right to insist that their child is admitted to a particular year group.

Distance Measurements

The Local Authority uses a Geographical Information System (GIS) to calculate home to school distances in miles. The measurement is calculated using Ordnance Survey (OS) data from an applicant's home address to the main front gate of the school. The coordinates of an applicant's home address is determined and provided by the Local Land and Property Gazetteer (LLPG) and OS Address Point Data.

If there are a limited number of spaces available and we cannot distinguish between applicants using the criteria listed, then the child or children who will be offered the available spaces will be randomly selected. This process will be independently verified.

Repeat Applications
The governing body will not consider repeat applications in the same academic year unless there have been significant and material changes in the circumstances of the applicant.

Late Applications

Application forms received after the closing date will be considered alongside those applicants who applied on time only where there are exceptional reasons which prevented the applicant from applying by the closing date, e.g. a family changes address and was unable to apply within the deadline or needs to make new school preferences.

A late application does not affect the right of appeal or to be placed on the school's waiting list.

Applications other than the normal intake year

An application should be made directly to the school.

Operation of a waiting list

A waiting list will be operated in admission criteria order and will remain open until at least the end of the Autumn term the following year and will then be discarded. Parents may apply to remain on the waiting list if they so wish.

Closing Date

For Primary admissions there will now be a national closing date published by Staffordshire County Council.