



Newnham St Peter's Church of England Primary School and Pre-School

SCHOOL POLICY

Policy name	Admissions
Status	Statutory
Review period	Annual
To be read in conjunction with	Admissions Guidance Booklet
Required on website	Yes

Review Progress

	<i>Changes made? Y/N</i>	<i>Name</i>	<i>Date</i>
<i>Stage 1 – Ready for review</i>		<i>G Phillips</i>	<i>4/10/22</i>
<i>Stage 2 - Governor review</i>		<i>L James</i>	<i>5/10/22</i>
<i>Stage 3 – Completion by HT</i>		<i>G Phillips</i>	<i>5/10/22</i>
<i>Stage 4 - Adoption</i>		<i>GB</i>	<i>5/10/22</i>

Related links

www.gloucestershire.gov.uk/schooladmissions.

1.0 Introduction

- 1.1 Newnham St Peter's is a Church of England School and continues to maintain close links with the local parish church of St Peter. The Governing Board is responsible for the admissions to this Church of England Aided School and has agreed with the Local Education Authority that the indicated admission number for the reception year is **20**.
- 1.2 This policy should be read in conjunction with the Admissions Guidance Booklet which is available online at www.gloucestershire.gov.uk/schooladmissions. If you have not received a letter about your child starting school by the end of October 2022, you should contact the Admission and Transfer Team, Shire Hall, Gloucester, GL1 2TP.

2.0 Admission of Summer Born Children for Reception Entry for Newnham St Peter's Primary School

The Governing Body of Newnham St Peter's Primary School acknowledges the updated advice from the Department of Education that parents/carers of "summer born" children (born between 1 April and 31 August) may request to start the Reception Class of a school a whole academic year later. The Governing Body will make a decision on behalf of Newnham St Peter's Primary School. We follow the Local Authority process which states that parents can only apply for a Reception place at a school once and must apply for a place during the standard application process timeline for their chronological year group, stating their reasons for requesting deferred entry to the following year. The Governing Body will decide whether the deferred entry can be approved for the school.

3.0 Normal Admission Round

- 3.1 The term 'normal admissions round' refers to all applications for admission to the main year of entry of the school i.e. Reception for Infant and Primary Schools. Applications made during the normal admissions round will be made in advance of the academic year in which the child is due to start at the new school. Children are entitled to a full-time place; however, they may attend part-time until later in the school year, but not beyond the point at which they reach compulsory school age.
- 3.2 Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit.
- 3.3 In offering places to parents wishing to send their children to the school, we operate upon the following criteria:
- 3.3.1 A 'looked after child' (1) or a child who was previously looked after but immediately after being looked after became subject to an adoption child (2) arrangements order (residency order) (3) or special guardianship order (4). including those who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted (5).

(1) 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. In Gloucestershire, such children are referred to as 'Children in Care'.

(2) This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders).

- (3) Under the provisions of section 12 of the Children and Families Act 2014.
- (4) 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).
- (5) A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

3.3.2 Children who live within the Benefice of St Peter's Newnham with St Andrew's Awre and All Saints' Blakeney who already have a brother or sister attending Newnham St Peter's at the time of the admission of the younger child.

Sibling Definition

The admission criteria for Community and Voluntary Controlled Schools offer a higher priority for children with siblings who will be attending the school (including Sixth Form where available) when the applicant child is admitted. For this purpose, sibling refers to brother or sister, half brother or sister, adopted brother or sister, step-brother or sister, or the child of the parent/carer's partner as well as children who are brought together as a family by a same sex civil partnership. In every case, the child must be living in the same family unit at the same address, at the time of application.

3.3.3 Children with an authenticated medical reason for attending the school.

NB: Children for whom only this particular school is appropriate due to an exceptional medical condition. Applications will only be considered if supported by a written statement from the applicant's doctor which must demonstrate that there is a very special connection between the medical need and the facilities or resources of the school. The final decision to accept a child under this category will be made by the Board of Governors through consultation with relevant professionals where necessary.

3.3.4 Children living within the Benefice of Newnham St Peter's with St Andrew's Awre and All Saints' Blakeney and who worship at St Peter's or St Andrew's or All Saints'.

3.3.5 Children who live within the Benefice of Newnham St Peter's, with St Andrew's Awre and All Saints' Blakeney.

See also:

<http://awre-parish-council.org.uk/>

<https://newnhamonsevern.co.uk/parish-council/>

<http://www.blakeneyparishcouncil.org.uk/>

3.3.6 Children with the strongest geographical claim, measured in a straight line from the Ordnance Survey address point of the child's home address (including flats) to the Ordnance Survey point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

4.0 Tie Break Leading to Oversubscription

- 4.1 Where any particular category at points 3.3.1-3.3.4 is oversubscribed, criterion 3.3.6 (strongest geographical claim based on straight line distance) will be used to determine which child will be offered a place.
- 4.2 In the event of a tie between two or more children when applying criterion 6 (strongest geographical claim based on straight line distance) where there are not enough places available to offer all children a place at the school, a process of random allocation will be followed by the Governing Body. This process will be witnessed by an independent person.
- 4.3 Children moving into the Benefice of St Peter's Newnham with St Andrew's Awre and All Saints' Blakeney during the school year, i.e. after the commencement of the Autumn Term, cannot be guaranteed a place in the school.

5.0 Appeals Procedure

- 5.1 If the Governors are unable to offer your child a place because of over subscription, as a parent, you have a right of appeal.
- 5.2 You should notify the Clerk to the Governors of Newnham St Peter's Church of England School within 20 days of receiving the letter which will give the grounds for refusing a place.
- 5.3 As a parent you will have an opportunity to submit your case to an independent appeals panel. You must set out your grounds for the appeal in writing. You will normally receive at least 10 days' notice of the time and venue for the appeal hearing where you will be able to present your case in person.
- 5.4 Wherever possible, decision letters will be sent within five school days of the hearing.

6.0 Waiting Lists

If the school is oversubscribed, a waiting list will be held for (at least) the first school term (i.e. until the end of the December term). The waiting list will be prioritised according to the school's oversubscription criteria.

7.0 Fair Access Protocols

The school has signed up to the In-Year Fair Access Protocols held by the Local Authority. Should a vulnerable child within these Protocols require a place at the school, they will take precedence over any child on the waiting list.

8.0 In Year Admissions

For applications for in-year admission, the parent should apply directly to the school in the first instance. The school will consider the application within 10 school days.

If a year group is over PAN (the school PAN is 20) then parents are entitled to appeal. See appeals procedure **5.0**.

9.0 Transport

There is no transport available to the school.

10.0 Consultation

The next statutory consultation of the Admissions Policy will take place in 2023. See

<https://www.gloucester.anglican.org/wp-content/uploads/2020/06/DoG-Admission-Policies-Advice-on-review-and-consultation-June-2020.pdf>

and

<https://www.churchofengland.org/about/education-and-schools/admissions-arrangements>