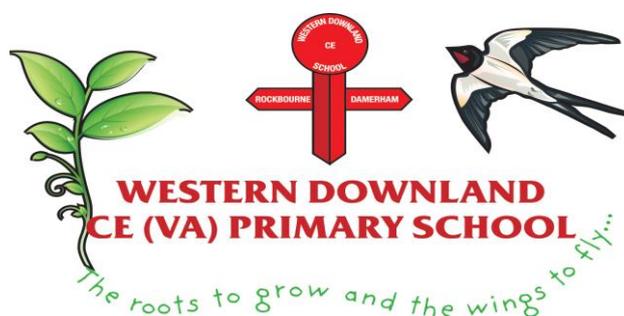


WESTERN DOWNLAND. C.E. (Aided) PRIMARY SCHOOL

In partnership with parents we aim to provide:

The roots to grow and the wings to fly

Western Downland C. of E. (V.A.) Primary School



Admissions Policy 2016-2017

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Introduction

Western Downland Church of England (Aided) Primary School highly values its Christian foundation and its close links within the Western Downland parishes and the Diocese of Salisbury. Our school provides a distinctively Christian yet inclusive environment in which every child is nurtured to achieve, enjoy learning and develop a sense of responsibility for themselves and others. As an inclusive school we welcome applications from those of the Christian faith, other faiths or none.

We ask all parents (see *definitions below*) applying for a place at our school to respect our Christian ethos and its importance to the whole school community.

As a designated Church of England Aided Primary School, the Governing Body is the Admissions Authority.

The Published Admissions Number (PAN) for Western Downland Church of England (Aided) Primary School for 2016-2017 is **27**.

Aims

The aims of this policy are that:

- It should work for the benefit of all children and parents in our area.
- It should be regarded as clear, fair and objective and complies with all relevant legislation.

Admissions

The Governors apply an equal preference scheme, considering all applications against the admissions criteria. If a child can be offered a place at more than one school then the Local Authority will refer to the parents' original ranking, and offer a place to the highest ranked school.

Where this school is named in a child's Statement of Educational Needs, the Governing Body recognises a duty to admit the child to the school.

If more applications are made than there are places available then the following criteria will be applied:

Admissions Criteria

1. Looked after children or children who were previously looked after¹

2. Vulnerable children

- i. Children of families with confirmed refugee status.
- ii. Children with a medical condition where written evidence is available from senior clinical medical officer and the child's general practitioner or specialist showing it would be detrimental to the child's health not to admit him/her to the school. Details of this must accompany the application.

¹ This criterion provides a priority for children who are (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). It can also be used for children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. An adoption order is an order under section 46 of the Adoption and Children Act 2002. A 'residence order' is as 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).]

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- iii. Children where one or both parents have a disability which would make travel to a different school difficult. Evidence from a registered health professional such as a doctor or social worker will be required. Details of this must accompany the application.

3. Living within the school's catchment area:

3a. Children living in the designated catchment area of the school (see definitions below) who will have a sibling (see definitions below) living in the same family unit on the roll of the school during the year of their admission.

3b. Children living in the designated catchment area of the school who live nearest to the school based on a straight line measurement from the school to the entrance to the property home's front door. Distances to multiple dwellings will give priority to the ground floor over the first floor and so on. On individual floors, distances will be measured to the stairs leading to the communal entrance.

4. Living out of the school's catchment area:

4a. Children living outside the designated catchment area of the school who will have a sibling living in the same family unit on the roll of the school during the year of their admission.

4b. Children living nearest to either of the school sites with distance being measured as a direct line from the home's front door to the nearest school gate. Distances to multiple dwellings will give priority to the ground floor over the first floor and so on. On individual floors, distances will be measured to the stairs leading to the communal entrance.

(Note: If the last pupil to be offered a place within the school's published admission number (PAN) is a multiple birth or same cohort sibling, any further sibling will be admitted, if the parents so wish, even though this may raise the intake number above the school's PAN. The PAN will remain unchanged so that no other pupil will be admitted until a place becomes available within the PAN.

Admissions to Reception class

7. Starting school

Pupils born between 1 September 2011 and 31 August 2012 (inclusive) are entitled to full-time schooling from September 2016. Parents can request that their child's admission is deferred until later in the school year (usually at the start of a school term and before the end of the academic year), but not beyond the point they reach compulsory school age, at the beginning of the term following their fifth birthday. Parents can request that their child attends part-time until the child reaches compulsory school age.

Children with birthdays between:

- 1 September and 31 December 2011 (inclusive) reach compulsory school age on 31 December 2016, at the start of the Spring term.
- 1 January and 31 March 2012 (inclusive) reach compulsory school age on 31 March 2017, at the start of the Summer term;
- 1 April and 31 August 2012 (inclusive) reach compulsory school age on 31 August 2017, at the start of the new school year.

Parents of children with birthdays between 1 April and 31 August 2012 (inclusive), whose child has not started in a Year R class during the 2016-17 school year, may wish to request admission to Year R in September 2017 rather than admission to Year 1. In these circumstances, all relevant factors will be considered in assessing the request; parents would be expected to state clearly why they felt admission to Year R was in their child's best interests. It is recommended that parents considering such a request contact the local authority in the autumn term 2016 to ensure that an informed decision is made. [Parents should refer to the Hampshire County Council webpage:

www.hants.gov.uk/ad-summerborn. A school place in the Reception class is available for children from the September following their fourth birthday. We are a one form entry school. Details of pattern of starting school can be found on our school website.

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Application Process

Parents who live in Hampshire requiring a school place, need to complete Hampshire's Application Form available from the website www.hants.gov.uk/admissions, or from the school. Parents who live in other areas outside of Hampshire need to apply to their home local authority.

In-year application forms will be available from the County Admissions Team, the school or online, at any time.

Applications for all 27 places for Reception will be considered after the national closing date of midnight on Friday 15th January 2016.

Late applications will be considered after all on-time applications have been fully processed unless exceptional circumstances merit earlier consideration.

Applicants will be notified whether they have been successful or not by Hampshire County Council, who will post decision letters on the first working day after 16th April 2016, being Monday 18th April 2016.

Waiting List

Any parent whose child is refused a place may ask for their child's name to be placed on a waiting list in case a vacancy occurs. Parents who wish their child to be included on the waiting list must inform the school in writing. Any places that become available will be allocated according to the criteria of the admission policy with no account being taken of the length of time on the waiting list or any priority order expressed as part of the main admission round.

The waiting list will be reviewed and revised –

- each time a child is added to, or removed from, the waiting list;
- when a child's changed circumstances will affect their priority;
- at the end of each school year, when parents with a child on the waiting list will be contacted and asked if they wish to remain on the list for the following school year.

Deferred Entry

Where an offer of a place is made to a child below compulsory school age, parents have the right to defer their child's entry to school until later in the school year. The place is held for that child and is not available to be offered to another child. Entry may not be deferred beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which admission is sought.

Withdrawn places

Once an offer of a school place has been made it may only be lawfully withdrawn in very limited circumstances, which include an offer of place based upon a fraudulent or misleading application. Where an offer of place is withdrawn, the application will be considered afresh, and a right of appeal offered if an offer of place is refused.

Appeals Procedure

Parents have the right of appeal to an independent panel against the decision of the Governing Body to refuse application for a school place. Details of the appeals procedure are sent out with all refusal letters.

Definitions

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A **parent** is defined as a natural, adoptive, step or foster parent or other legal guardian.

The child's permanent **residence** is the place where they live, normally including weekends and during school holidays as well as during the week, and should be used on the application. The permanent address of children who spend part of the week with one parent and part with the other, at different addresses, will be the address at which they spend most of the time.

The **catchment area** of the school is that of the Benefice of Western Downland which comprises the parishes of Damerham, Rockbourne, Whitsbury and Martin.

Siblings refers to brother or sister, half brother or half sister, adoptive brother or adoptive sister, step brother or step sister, and includes children living as siblings in the same family unit.

Enquiries about this policy:

If you have any enquiries about this policy, please contact the Clerk to the Governors Western Downland C.E. Primary School, Rockbourne, Fordingbridge, Hants, SP6 3NA or email: adminoffice@westerndownland.hants.sch.uk

Further Information can be gained from
Salisbury Diocese www.salisbury.anglican.org

Hampshire Education Authority www.hants.gov.uk

8. Admission of children outside their normal age group

Parents can seek places outside their normal age group. Decisions will be made on the basis of the circumstances of each case; parents may be offered a place in another year group at the school. See HCC guidance on the website.