

St. Bartholomew's
Church of England
Primary School



**Reception
Admissions
Policy 2012/13**

St. Bartholomew's C. of E. Primary School

Head Teacher:
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RECEPTION ADMISSION POLICY 2012/2013

The Governing Body of St. Bartholomew's Voluntary Aided Church of England School is the Admissions Authority for the school and they intend to admit up to 30 pupils to the Reception Year Group in September 2012/2013. This arrangement follows consultation between the Governing Body, the Local Authority, and all other schools in the area and all other Admission Authorities in the area.

The school is open to receive applications for admissions from parents of all children. We must give highest priority to **Children in Public Care** (i.e. children in the care of the Local Authority) and those with a **Statement of Special Educational Needs** that names St. Bartholomew's C of E Primary School.

In the event of the number of applications exceeding the number of places available priority will be given to applications in the order of priority indicated below.

Over subscription criterion

1. Children of parents worshipping regularly and frequently at St. Bartholomew's Parish Church.
2. Children with a sibling at the school at the time when they would be admitted to the school.
3. Anglicans who worship regularly and frequently at other Churches and also live in St. Bartholomew's Parish.
4. Anglicans who worship regularly and frequently at other Churches.
5. Members of other Christian denominations who worship regularly and frequently at other Churches.
6. Children who have special medical needs or other special circumstances which is supported by medical/professional opinion.
7. Other children.

Tie- Breaker

Where there are places available for some but not all applicants within a particular criterion, distance from home to school will be the deciding factor. 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.

Waiting List

The School Office will maintain a waiting list of applicants until 31 December each year. In the event of a place becoming available in the appropriate class during the year and there being more applicants on the waiting list than places available, the selection criteria and tie breaker indicated above will apply.

Notes

- Parents are asked to let the Head Teacher know at the time of application whether their child has a disability. Parents should be assured that the nature of the disability is not grounds for refusing the application. The school will make every reasonable adjustment to ensure that disabled children are not put at a substantial disadvantage in accessing a full curriculum and that they will not be treated less favourably, without reasonable justification, than their able-bodied peers.
- If applicants are seeking admission under criterion 1, 3, 4 and 5 they will be asked to provide appropriate evidence that they worship regularly and frequently, e.g. a letter from the incumbent. Regularly and frequently is defined as attendance at least once per month over the last twelve months. It is sufficient for just one parent/carer to attend.
- If applicants are seeking admission under criterion 6 they will be asked to provide appropriate evidence, e.g. a letter from a doctor or specialist. The governors must be satisfied that there is a specified medical reason which makes attendance at this school essential.
- 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 where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
- A map showing the parish boundaries can be inspected at the school.
- Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of Governors at the school address.
- If a place is offered on the basis of false information (e.g. address or Church attendance) or if parents do not respond within the stated timescale to the offer of a place the Governing Body reserves the right to withdraw their offer.
- **Nursery Admissions are entirely separate and parents are asked to note that attendance at St. Bartholomew's Nursery does not guarantee a place in the Reception class.**

It must be stressed that formal written applications for Reception admissions must be made on the form provided by the Local Authority and returned to the Local Authority by the stated date. Places for Reception will then be allocated by strict application of the above criteria, with no reference to the date of any previous applications which are made to the school. Parents will be notified as to whether or not their child has been allocated a place by the Local Authority

Signed Chair of Governors Date