

# Wynyard Church of England Primary School Admissions Policy

## Introduction

Wynyard Church of England Primary School values highly its Christian ethos, its close links with local churches and the Diocese of Durham. We provide a distinctively Christian, yet inclusive, environment in which each child is motivated to acquire skills for life and a love of learning. As a church school, we welcome applications from Christian families, and those of other faiths or none. We ask all parents applying for a place at our school to respect this ethos and its importance to the whole school community.

## Admission Arrangements to Reception in September 2022

In Academic Year 2022-23, we will admit 60 pupils into Reception only. We will only admit into other year groups where there is space.

The school will be participating in coordinated admission arrangements administered by the Borough of Stockton. Parents/carers must apply on the Common Application Form (CAF) with the local authority in which they reside. This can be completed online through local authority websites. The closing date for reception class applications will be 15th January 2022. Notification letters will be sent out on 16<sup>th</sup> April 2022 by the LA. Applications received after the set closing date will be accepted, but will not normally be considered for a place at the school until after the initial offer date.

## Over-subscription Criteria

The School will admit pupils with an Education, Health and Care plan or statement of special educational needs naming the School. Priority will then be given to those children who meet the criteria set out below, in order:

- (a) Looked after children and previously looked after children. (A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by the local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989)).
- (b) Siblings of pupils attending the School. 'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half brother or sister, a step brother or sister, or other child living in the same household who, in any of these cases, will be living with them at the same address at the date of their entry to the School.
- (c) Children resident within the admission zone as shown on the admission zone map.
- (d) Children who have social or medical reasons for being admitted to the school which would, should the child not be admitted, cause him or her to be seriously disadvantaged or put their personal safety at risk. In all cases, corroboration will be sought from independent sources such as a medical specialist who has had continued involvement over a period of time; a social worker; an attendance officer; or another professional. It should be noted that places would not be allocated on the basis of aptitude or ability.

(e) Other children.

In the event that a tie-break is required in categories (b) to (e) above distance will be used. The School will use the LA's Geographic Information System, known as GIS, to identify and measure the distance from the home to the School. The distance is measured electronically from a point of the School (the same point for all applications) to a point of the home (including flats). The GIS undertakes all measures in exactly the same way for every applicant, to ensure consistency and fairness. If a further tie-break is required because two or more children are equidistant from the School, random allocation will be used to decide who has highest priority for admission. This process will be independently verified.

### Waiting Lists

The School will operate a waiting list in each year group. Where in any year the School receives more applications for places than there are places available, a waiting list will operate until the end of the school year. This will be maintained by the School and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant, they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Waiting lists will be re-ordered in accordance with the oversubscription criteria whenever a child joins or leaves the waiting list.

### All Other Admissions

Admission to the school during the school year depends on whether or not there are places available. Applications should be made via Stockton Borough Council using the link given above.

### Admission of children below compulsory school age and deferred entry to school

The School Admissions Code requires school admission authorities to provide for the admission of all children in the September following their fourth birthday. However, a child is not required to start school until they have reached compulsory school age following their fifth birthday. For summer born children (those born after 1 April) this can sometimes be almost a full school year after the point at which they could first be admitted.

Some parents may feel that their child is not ready to start school in the September following their fourth birthday. Parents are entitled to request in writing that:-

- their child attends part-time until they reach compulsory school age, or
- That the date their child is admitted to school is deferred until later in the same academic year or, until the term in which the child reaches compulsory school age. The school will hold any deferred place for the child, although, in the majority of

cases, we find that children benefit from starting at the beginning of the school year, rather than part way through it.

- Or, that the date their child is admitted to school is deferred until the term after the child reaches compulsory school age.

The child must however, start school full-time in the term after their fifth birthday.

If parents of summer born children wish to defer entry as outlined above, and wish them to be admitted to the Reception Year in the term following their fifth birthday, rather than year 1, then parents should apply at the usual time for a place in September of the current academic year. This should include a written request that the child is admitted outside of his or her normal age group to the Reception Year in September the following year, providing supporting reasons for seeking a place outside of the normal age group. This request should be discussed with the Head Teacher as soon as possible. If their request is agreed, and this should be clear before the national offer day, their application for the normal age group may be withdrawn before any place is offered and they should reapply in the normal way for a Reception place in the following year. If their request is refused, the parents must decide whether to wait for any offer of a place in the current academic year (NB it will still be subject to the over-subscription criteria in this policy) or to withdraw their application and apply for a year 1 place the following year. Parents should be aware that the Year 1 group may have no vacancies, as it could be full with children transferring from the previous Reception year.

#### Admission outside normal age group

Requests from parents for places outside a normal age group will be considered carefully e.g. for those who have missed education due to ill health. Each case will be considered on its own merits and circumstances. However, such admissions will not normally be agreed without a consensus that to do so would be in the pupil's best interests. It is recommended that parents discuss their wishes with the head teacher in advance of applying for a place. Parents should apply in the normal way, together with a written request that the child is admitted outside of his or her normal age group to the requested year group in September the following year providing supporting reasons for seeking a place outside of the normal age group. The governors may ask relevant professionals for their opinion on the case. It should be noted, that if a place in the requested age group is refused, but one in the normal age group is offered, then there is no right of appeal.

#### Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

People who wish to appeal against an admissions decision should request an appeal form from the School using the contact details on the School's website [www.wynyardprimary.org.uk](http://www.wynyardprimary.org.uk) Information on the timetable for the appeals process is available by contacting the School.

## Admission Zone Map

