

ST PAUL'S C OF E PRIMARY SCHOOL, LEAMINGTON SPA SCHOOL AND NURSERY ADMISSION POLICY

The school admits 45 children during the academic year into reception and 52 part-time (26 in each session) into the nursery class. The school normally draws its children from the locality. However, children may come from outside this area if their parents wish them to attend a church school (and there are vacancies).

The school's Priority Area is bounded by the River Leam, The Parade, Binswood Avenue, Wathen Road and Campion Hills. A map is available to be viewed at the school.

In the event of over-subscription the following criteria will be applied by the Governors' Admission Sub-Group. They are listed in order of priority:

1. Children who are in care of the local authority (Ref Section 22 of the Children Act 1989).
2. Children living within the priority area with a brother or sister attending the school at the time of admission.
3. Other children living within the priority area.
4. Other children with a brother or sister attending the school at the time of admission.
5. Children living outside the priority area of the school at the date of application, whose parents are regular worshipping members of the Church of England. (Substantiation from the Minister/Faith Leader to be provided with the common application form to confirm current regular attendance at the place of worship. Regular attendance means at least twice a month for at least six months.)
6. Children living outside the priority area at the time of application whose parents are regular worshipping members at churches of other Christian denominations. (Substantiation from the Minister/Faith Leader to be provided with the common application form to confirm current regular attendance at the place of worship. Regular attendance means at least twice a month for at least six months.)
7. Children living outside the priority area of the school at the time of application whose parents are regular worshipping members of other world faiths represented on the Inter-faith Network of the United Kingdom. (Substantiation from the Minister/Faith Leader to be provided with the common application form to confirm current regular attendance at the place of worship. Regular attendance means at least twice a month for at least six months.)

8. Children living outside the priority area of the school at the time of application who are currently attending St Paul's Nursery.
9. Other children living outside the priority area.

In the event of oversubscription in any of the above criteria, priority will be given in order of distance. The highest priority being given to those who live nearest the school by the shortest straight line measurement from the applicant's home address location to the centre point (centroid) of the school.

The expression 'parents' includes legal guardians.

It must be emphasised that admission is without reference to ability.

Notes:

- 1 If a child has a statement of Special Education Needs naming St Paul's C of E Primary School, the governors recognise their duty to admit the child. This may reduce the number of places available to other applicants.
- 2 Definition of sibling/brother or sister attending the school at the time of admission. Brother or sister (including half brother or half sister, adopted, step brother or step sister) living at the same home address as the child applying for the place. A sibling connection will not be accepted if the original place was obtained by using fraudulent or false information.
- 3 Where a child lives with two parents in separate addresses the qualifying address will be that where the child spends (i.e. sleeps) the majority of the school week. If the child spends exactly equal amounts of time in the two addresses the parents themselves will need to nominate which address they wish to be the child's main address for school admission purposes.
- 4 Applications from twins, triplets etc will be accepted in accordance with the criteria for Admissions. Where the number of places is limited, the remaining places will be offered and parents will decide which child/children will take up the place(s) available.

Applications made later than admission or transfer groups (mid-year admissions known as casual admissions)

Parents should contact the school direct for a place in all year groups (other than entry to Reception or entry to Year 3).

If a vacancy exists i.e. the number on roll is less than the admission number appropriate to that year group, a place must be offered, except where:

1. such an admission would breach the class size limit, or
2. the child has been permanently excluded twice (once since September 1997) in which case the duty to comply with the application is removed for two years from the second exclusion.

Offers made to casual applicants are normally made no longer than 5 school weeks before the child takes up the place.

If more applications are received at the same time than there are vacancies in the year group the priority will be assessed by applying the criteria for admission.

Moves of care placement can occur outside the normal admissions round when many schools are full. To avoid delays necessitated by the local appeals procedure the governors will consider the admission, without appeal, of **looked after children** from within their priority area even though their admission limit has already been reached or exceeded. An exception to this arrangement would be in an infant or primary school where admission would result in exceeding 30 pupils in an infant class.

Exclusion: Pupils who are **permanently excluded from school** are referred to Area Behaviour Management Panels in order that consideration can be given as to the appropriateness of a return to mainstream school. On the recommendation of the Behaviour Management Panel, the governors will consider offering a place to a previously excluded pupil even though the school is full in the year group.

Waiting Lists and Appeals:

If a child is refused admission to the school, the parents have formal rights of appeal to an independent panel against the governors' decision. Details of the appeal procedure may be obtained from the school.

The school will hold details of children initially unable to secure a place on a waiting list and will offer any places which subsequently become available, using the admissions criteria in order of priority as previously stated. Parents should be aware that a child's position on the waiting list can alter as children with higher priorities are added or withdrawn. The waiting list will be held until 31st August of each year.

Governors have a statutory duty to consult annually with the Diocesan Board, the Local Authority and other admissions authorities regarding admissions arrangements at which time this policy will be reviewed.