

# ST LAWRENCE CE PRIMARY SCHOOL, LECHLADE

## ADMISSIONS POLICY 2020

Children are normally admitted to the Reception class of the school in September of any year if their fifth birthday falls on or after 1 September of that year and before 1 September of the following year.

The policy of the governing body is to admit no more than 30 children (the school's admission number) to the reception year. Within each of these categories children will be admitted in the following order of priority up to the overall limit of 30:-

1. Children in Care / Looked after child (see full definition below<sup>1-4</sup>.)
2. Children with an authenticated medical<sup>5</sup> reason for attending St Lawrence School
3. Children living in the ecclesiastical parish<sup>6</sup> of Lechlade who, during their reception year, will have older siblings<sup>7</sup> attending the school
4. Other children living in the ecclesiastical parish<sup>6</sup> of Lechlade
5. Children not living in the ecclesiastical parish of Lechlade who, during their reception year, will have older siblings attending the school
6. Children not living in the ecclesiastical parish of Lechlade
7. Tiebreaker - In the event of over-subscription in any of the above categories, places will be allocated on the basis of children with the strongest geographical claim<sup>8</sup>, measured in a straight line from the ordnance survey address point of the child's home address (including flats) to the ordnance survey address point of the school. In the event that two or more children live the same distance away from the school, places will be decided by random allocation. Where twins or children from multiple births are part of a random allocation process they will be considered as one applicant if the number of available places allows.

If a parent is unsuccessful in obtaining a place for their child, an independent appeal process is available. The closing date for appeals is May 20<sup>th</sup> 2020. Further details can be obtained from the school office.

A child with a statement of Special Educational Needs or Education Health Care Plan that names the school will be given priority even if the school is full.

### **In Year admissions**

For applications which are made outside of the normal year of entry to the school, St Lawrence School is responsible for offering places using the categories stated above and will inform parents if their child / children have a place at the school.

### **Waiting Lists**

If the school is oversubscribed, a waiting list will be held until the end of December. The waiting list will be prioritised according to the criteria set out in the points above.

### **Fair Access Protocols**

A vulnerable child within the LA Protocols requiring a place in School will take precedent over any child on the waiting list.

### **Transport**

No transport is available for this school.

### **Admission of Summer Born Children for Reception Entry for St Lawrence Primary School.**

The Governing Body of St Lawrence 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 defer entry to the Reception Class by a school a whole academic year. The Governing Body will make a decision on behalf of St Lawrence 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.

For further information please use the link below:

<http://www.gloucestershire.gov.uk/education-and-learning/school-admissions/application-for-a-primary-or-infant-school-place/>

### **Normal Admission Round**

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, may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

### **Service Family Arrangements**

Please note the guidance relating to admissions for UK service personnel and other Crown Servants in the following link:

<http://www.gloucestershire.gov.uk/education-and-learning/school-admissions-scheme-criteria-and-protocol/school-admission-protocols/>

### **Children in Care**

A ‘looked after child’<sup>(1)</sup> or a child who was previously looked after but immediately after being looked after became subject to an adoption<sup>(2)</sup> child arrangements order<sup>(3)</sup> or special guardianship order<sup>(4)</sup>.

*(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, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders.*
- (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).*

### **Other definitions**

<sup>5</sup> Medical reason - Applications under this criterion will only be considered if they are supported by a written statement from the child's doctor. This must demonstrate that there is a very specific connection between the medical need and the facilities or resources of the school concerned.

<sup>6</sup> Parish - Map is available in the school office.

<sup>7</sup> Siblings - We define siblings as a brother or sister, half-brother or sister, adopted brother or sister, step brother or sister, or the child of the parent's/carer's partner, and in every case, the child must be living in the same family unit at the same address.

<sup>8</sup> Distance - This will be measured in a straight line from the *ordnance survey 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.

### **Review**

This policy will be reviewed annually.