



Woodchester Endowed Church of England (Aided) Primary School

ADMISSIONS POLICY 2020/21

The Governors are the admissions authority for this Voluntary Aided School. The Indicated Admission Number is 20.

This policy and criteria should be read in conjunction with the School admissions guidance booklet 2019-2020, a copy can be found on the link below or by contacting the Admissions and Transfers Team on 01452 425407. If you have not received a letter containing important admissions information by the end of November 2019, you should contact the Admissions and Transfers Team, Shire Hall, Gloucester GL1 2TP and arrange for one to be sent to you.

Further information can be found at: www.gloucestershire.gov.uk/schooladmissions

ADMISSIONS' CRITERIA

Where applications for admission exceed the number of places available, the following criteria will be applied in the order set out below, to decide on which children to admit. (Please see overleaf for full explanatory definitions.)

- 1. Children in Public Care (Looked After Children).**
- 2. Children who will have a sibling attending Woodchester Endowed School and who will continue to do so when the younger child is admitted.**
- 3. Children of families who live in the ecclesiastical parishes of Woodchester and Selsley, (a map may be inspected at the school), and whose parents have active connections* with St Mary's Church, Woodchester or All Saints Church, Selsley.**
- 4. Children of families who live in the ecclesiastical parishes of Woodchester and Selsley.**
- 5. Children of families who live outside the ecclesiastical parishes of Woodchester and Selsley, and whose parents have active connections* with a Church of England church.**
- 6. Children of families who live outside the ecclesiastical parishes of Woodchester and Selsley, and whose parents have active connections* with any other Christian church, being a member of Churches Together in England.**
- 7. Children for whom only Woodchester Endowed School is appropriate due to an exceptional medical condition**.**
- 8. Children with the strongest geographical claim.**

If places in Reception are oversubscribed, criterion 8 (strongest geographical claim based on straight line distance) will be used to determine which child will be offered a place.

In the event of a tie between two or more children when applying criterion 8 (strongest geographical claim based on straight line distance) where there are not enough places available to offer all children a place at the school, a process of random allocation will be followed by the Governing Body (overseen by an independent person)

Definitions:

Children in care: or children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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).

Sibling: 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.

***Active connection:** is defined as attending regular worship at the church. Regular worship is deemed to be attending at least once a month on average during the twelve months prior to consideration of the application. A letter clearly stating this connection should be provided to the Headteacher by no later than the application closing date of 15th January 2019.

****Exceptional medical condition:** 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 this school.

Geographical Claim: 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, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Admission of Summer Born Children for Reception Entry for Woodchester Endowed Primary school

The Governing Body of Woodchester Endowed 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 start the Reception Class of a school a whole academic year later. The Governing Body will make a decision on behalf of Woodchester Endowed 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.

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.

Further information:

Special Educational Needs: Children with an Education Health Care Plan that names this school will be offered a place. This is not affected by the oversubscription criteria stated above.

Appeals: Parents and guardians have a right of appeal against an admissions allocation. Any parent wishing to appeal should do so in writing addressed to 'The Clerk to the School Governors'. An appeals process will then be put in place in line with the LA Code of Practice. We would appreciate it if appeals could be sent to the school by 10th June 2019.

Waiting Lists: If the school is oversubscribed, a waiting list will be held for (at least) the second school term (i.e. until December). The waiting list will be prioritised according to the school's admissions' criteria.

Fair Access Protocols:

The school has signed up to the In-Year Fair Access Protocols held by the Local Authority. Should a vulnerable child within these Protocols require a place at the school, they will take precedence over any child on the waiting list.

In Year Admissions:

Any applications outside of the normal year of entry (i.e. other than reception year group), the parent should apply directly to the Headteacher in the first instance.

Transport:

Currently there are no transport arrangements in place for children wishing to attend Woodchester Endowed Church of England Primary School.