



# Field Court C of E Infant Academy

## Admissions Policy

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|------------------------|-------------------------|
| Status & Review Cycle; | Statutory. Annually     |
| Responsible group:     | Local Governing Body    |
| Review date:           | October 2019 (for 2021) |
| Next Review Date:      | October 2020 (for 2022) |

Signature of Chair of Governors:

Mrs. Jackie Hall

Signature of Head Teacher:

Mr. Adam Osborne

## **Vision Statement**

Love Life. Embrace Learning. Believe Together.

"Field Court C of E Infant Academy is a school where *Christian Values* inspire us all to learn in a *friendly, vibrant, happy* place with the *wellbeing* of our *children, staff and families* placed at the heart of everything we do.'

## **Admissions Policy**

This policy should be read in conjunction with the **Admissions Guidance Booklet** issued by Gloucestershire County Council for schools and academies

For further information on admissions please contact the Admissions and Transport Team at Shire Hall, Gloucester GL1 2TP (01452 425 407) or go to

[www.gloucestershire.gov.uk/schooladmissions](http://www.gloucestershire.gov.uk/schooladmissions)

The Governors will admit up to the Published Admission Number (PAN) of 90, to abide with current Government limits. A maximum of 30 children will be admitted into each of the three Reception classes.

Pupils will normally be admitted in the school year in which they reach their fifth birthday.

In the case of over-subscription to any class in the school, the governing body will apply the following criteria in order, to establish the priority of applicants.

Applicants will be considered in the light of every criterion that they indicate is relevant to them.

### **1. Looked after children; children who are in public care.**

A 'looked after child' (1), or a child who was previously looked after but immediately after being looked after became subject to an adoption (2), child arrangements order (residency order) (3), or special guardianship order (4).

(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 Act 2002 (see section 46 adoption orders).

(3) Under the provisions of s.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).

### **2. Children whose brothers or sisters are attending the Field Court C of E Infant Academy or Field Court Junior Academy at the time of Reception admission.**

For this purpose, sibling refers to brother or sister, half brother or sister, adopted brother or sister, stepbrother or sister, or the child of the parent/carer's partner as well as children who are brought together as a family by a same sex civil partnership. In every case, the child must be living in the same family unit at the same address, at the time of application.

### **3. Children who can prove that they have a particular medical reason for attending the school.**

Note: Children for whom only this particular school is appropriate due to an exceptional medical condition. Applications will only be considered if supported by a written statement from the applicant's doctor, which must demonstrate that there is a very specific connection between the medical need and the facilities or resources of the school. The final decision to accept a child under this category will be made by the Governing Body through consultation with relevant professional where necessary.

**4. How far the applicant lives from the School** using the straight-line distance measurement using the LA's computerised system. Those living closest will receive the higher priority.

#### **Special Notes**

The school is required to admit a child with an Educational Health Care plan, if it names the school even if the school is full.

Where any particular category at points 1-3 above is oversubscribed, criterion 4 (strongest geographical claim based on straight-line distance) will be used to determine which child is offered a place.

In the event of a tie between two or more children, when applying to criterion 4, the strongest geographical claim will be measured in a straight line from the Ordnance survey point from 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.

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.

#### **Admission of Summer Born Children for Reception Entry**

The Governing Body of Field Court C of E Infant Academy 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 Field Court C of E Infant Academy. 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.

### **Appeals**

Parents/carers have a right to appeal against refusal, by the Governing Body, to admit their child (ren) to our school. Any Appeal must be in writing and addressed to the Head Teacher as soon as possible after reconsideration. Appeals will be arranged in accordance with the Code of Practice on Admission Appeals. Further details about the appeal process are available from the Clerk to the Governors via the school office.

### **In-Year Admissions**

**In-year admission protocol: now handed back to the schools and therefore anyone applying for a place outside of the normal admission rounds will have to apply to the school in the first instance. A good definition for this would be:**

In-year applications are all those made outside the normal admissions round for children of compulsory school age i.e. those applications made during the academic year for any school place in Reception through to Year 11. The Local Authority will no longer be responsible for offering places to children on behalf of all schools/academies, but the Local Authority does maintain the statutory duty of being responsible and aware of all pupils and vacancies within schools/academies within Gloucestershire.

To apply for a place at Field court C of E Infant Academy, parents should contact the school in the first instance.

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