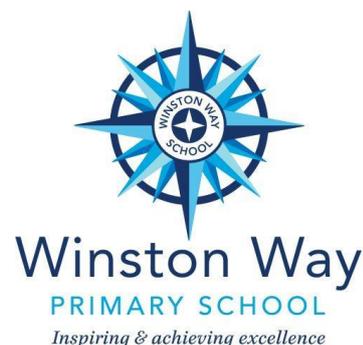


# GOVERNING BODY'S ADMISSIONS' POLICY



## INTRODUCTION

- 1.1 The school has a designated size based on the 'Standard Number' which is the number of pupils per year group (90) that can be accommodated.
- 1.2 The normal month of admission is September.
- 1.3 Children being admitted to Reception can have their admission deferred beyond the date given in 1.2 above, but not beyond the beginning of the term after the child's fifth birthday or the academic year in which admission is sought. Parents must apply in writing to Admissions and Awards, Children's Services, for deferment.
- 1.4 Applications received by Redbridge local authority by the published deadline for entry to Reception will have priority above those who apply after that date.
- 1.5 If the demand for places at the school is greater than the number of places available, all applications will be considered by the local authority on an equal basis, within the following categories:
  - a) "looked after" children and children previously looked after but immediately after being looked after became subject to an adoption, residence order or special guardianship order. A "looked after" child is a child who is in the care of a local authority as defined by section 22 of the Children Act 1989 and who is confirmed by that local authority to be expected to be still in public care when due to be admitted to school;
  - b) children where it is agreed that it is essential they be admitted to the school on exceptional medical or psychological grounds. (Such requests for a particular school, based on the serious medical or psychological condition of the child, must be supported by a qualified professional directly involved with the child and will be referred to the local authority's medical or psychological adviser for observations before any decision is made);
  - c) children with siblings who are already on roll in the main school in Reception to Year 6 (not a nursery class attached to the school) and will still be on roll when the child is admitted, and
  - d) children living nearest to the school as measured by a Geographic Information System (GIS) from the child's home to the main entrance of the school using public roads and recognised footpaths. It should be noted that when measurements involve flats in the same block, the distance will be to the entrance of each individual flat.

In using distance as a tie-breaker, should there be more than one applicant for a final place living an identical distance from the school in question for a final place living an identical distance from the school, the Authority will use the random allocation facility within the Tribal "Admissions and Transfers System" pupil data base which is used for allocations.

- 1.6 In paragraph 1.5, within each category (a) to (c), the shortest measured walking distance as measured from home to school as detailed in (d) will be used to give priority to applicants.
- 1.7 The local authority has stated it will make every effort to offer an infant-aged child a place within a reasonable distance of 1.5 miles as based on the shortest walking distance.
- 1.8 If preferences cannot be met a child's name can be put on the waiting list.
- 1.9 The allocation of a preferred school will automatically cause the offer of any lower ranked school to be withdrawn unless the applicant specified otherwise.
- 1.10 All waiting lists will continue until 31 August and applicants will be told in advance of the need to re-apply for continued consideration. Waiting lists will be drawn up in accordance with paragraph 1.5 above.

#### **ADMISSION ARRANGEMENTS FOR NURSERY CLASSES**

1. Each nursery class has an agreed admission limit of 26 pupils.
2. Children shall be admitted, when a place becomes available, for fifteen hours a week for 38 weeks a year either morning or afternoon (3 hours per day).
3. Admissions are considered as follows:
  - a) "looked after" children and children previously looked after but immediately after being looked after became subject to an adoption, residence order or special guardianship order. A looked after child is a child who is in the care of a local authority as defined by section 22 of the Children Act 1989 and who is confirmed by that local authority to be expected to be still in public care when due to be admitted to school.
  - b) Exceptional medical or social reasons, which should be supported by a qualified professional directly involved with the child and will be considered by the local authority's medical or psychological advisers. Only where it is agreed that admission to that school is essential will an exception to the general policy be made.
  - c) Siblings, with preference to older children according to their date of birth, preference will only be given to those with siblings who will still be in attendance at the date of admission; and
  - d) All other applicants, with preference to the older children according to their date of birth.
4. In each category, the tie-break will be the shortest measured walking distance as measured by a Geographic Information System from the child's home to the main entrance of the school using public roads and recognised footpaths. It should be noted that when measurements involve flats in the same block, the distance will be to the entrance of each individual flat. In using distance as a tie-breaker, should there be more than one applicant for a final place living an identical distance from the school, the random allocation facility with the Tribal "Admissions and Transfers System" pupil data base will be used.

5. Admission to a nursery class does not guarantee admission to the main school, application for which must be made in accordance with the school's Admissions Policy.
6. The statutory right to appeal does not apply to admissions to nursery classes.

### **APPEALS AGAINST ADMISSIONS DECISIONS**

1. The Schools Standards and Framework Act 1998 (as amended) allows parents to appeal against any decision made by or on behalf of the local authority about the school at which education is to be provided for a child.
2. The local authority will make every effort to meet parental preferences and no appeal to any appeal panel may be lodged before the local authority has made a firm decision. Parents will, where this decision is not in accordance with their preferences, be informed of the date by which they must lodge their appeals.
3. Repeat appeals in the same academic year, for the same school, will not be considered unless there have been significant and material changes in circumstances relevant to the application.
4. The local authority has agreed to implement the decisions of its Appeals Panels.
5. Places will continue to be filled from the waiting lists, whether or not parents have appealed, in accordance with the Admissions' Policy.