

HORTON-IN-RIBBLESDALE CHURCH OF ENGLAND
(VOLUNTARY AIDED) PRIMARY SCHOOL

ADMISSIONS POLICY 2016-2017

- The school covers an age range of 3-11 (primary)
- The official catchment area encompasses Horton, Stainforth, Selside, Studfold, Helwith Bridge and Newhouses. A map of the exact area is available to view in school, and a copy is also attached to this policy and available on the school website.
- The Planned Admission Number (PAN) is 10
- As Horton-in-Ribblesdale Church of England (Voluntary Aided) Primary School is a totally inclusive school there will be no discrimination on entry by gender, race, religion, disability or special educational needs.

The following criteria for admission apply:-

In line with Section 324 of the Education Act 1996 the governing body of this school will admit any child with a statement of special educational needs that names this school.

Where there are more children seeking places than there are places available, places will be allocated using the following order of priority:

Priority 1 Children who are / were looked after by a local authority in accordance with section 22 of the Act (i.e. who is in the care of a local authority or provided with accommodation by that authority) this includes adopted children who were in public care, those with a children arrangement or residency order or special guardianship order.

Priority 2 Children who have a medical or social need who are recommended by the appropriate designated medical officer where Horton-in-Ribblesdale Church of England (Voluntary Aided) Primary School is deemed to be the most suitable school, (supporting evidence, in writing, should set out the particular reasons, and the difficulties that would be caused if the child had to attend another school).

Priority 3 Siblings of children already attending the school who will still be on roll at the time the younger child is admitted, and who live within the catchment area.

Priority 4 Children who live within the catchment area.

Priority 5 Siblings of children already attending the school who will still be on roll at the time the younger child is admitted, and who live outside the catchment area.

Priority 6 All other children, giving priority to those whose home is nearest to school.

Tie breaker If there is over subscription, within any one of the above criteria, then priority will be given to those whose home is nearest to the school as measured by straight line distance from the front door of the family home to the main entrance of school. The Local Authority electronic measuring service is being used.

Admission of children below compulsory school age

- Children who are offered a Reception place in the school will be able to start school in the September following their fourth birthday.
- Parents may request that the date their child is admitted to the school is deferred until later in the same school year or until the child reaches compulsory school age in that school year.
- Parents may request that their child attends part-time until the child reaches compulsory school age.
- Requests for a child to start their schooling on a part-time basis or to defer the start until they reach compulsory school-age should be addressed to the Headteacher.
- Compulsory school age is the beginning of the term following the child's fifth birthday.

Notes

- Siblings are brothers or sisters who are blood relations, step brothers and sisters and adopted and fostered children.
- Parent of children newly arrived in the catchment area of primary age should make an application for a place using the Local Authority Common In-year Preference form. Children will be admitted throughout the year as long as the admission number for that year has not been reached. In-year applications will continue to be co-ordinated by the local authority.
- When the admissions number is reached, any further applicants are placed on a waiting list: should a place then become available, applications are considered according to the above criteria. The waiting list is maintained to the end of the academic year for which applications were made.
- Children are able to start in Nursery from the day of their third birthday as long as the admission number for the nursery has not been reached. (The maximum number in Nursery is 13). The admission criteria for the nursery is the same as for the full school as set out above.

Admission to Nursery does not guarantee a place in main school

- All applications for a place in Reception class must apply for a place using the Local Authority Common Preference Form. Completed Common Preference Forms should be returned by 15 January 2016 to the school or the Local Authority. There will be one intake into the Reception class, i.e. in the September after their 4th birthday.
- Prospective reception children will spend several sessions in school in the reception class in the term prior to their full admission. The school will set the date of these sessions yearly. The Foundation Stage Teacher will make home visits to the new nursery entrants prior to the date on which the parents wish their children to start. The children will be invited in for taster sessions with their parents before starting.
- There will be an induction meeting for all parents of prospective reception children in the term prior to the school year in which their child will be admitted. The school will set the date of this meeting yearly.

Waiting List

Parents who have been unsuccessful may request the child's name be added to the waiting list. The waiting list will be maintained in the order of the subscription criteria and not the length of time the child has been on the list. The waiting list will be kept open until the end of the academic year for which the application was made.

Appeals

If a child is refused entry on any of these criteria the parents have the right to appeal to the Admissions Appeal panel. Parents have 20 days in which to make an appeal in writing to the Clerk to the Admissions Appeal panel. Details of this can be obtained from the school office.

All admissions are co-ordinated by the Local Authority. The Local Authority will inform parents whether or not their application for a place in Reception has been successful on 18 April 2016.

Full details can be found on the NYCC Website www.northyorks.gov.uk/admissions . A request for further information or a paper copy can be made by contacting the Admissions Team on 01609 533679. Parents should complete the LA common application. Horton School's enrolment form is completed for the school's information purposes only. The enrolment form should not be sent out to applicants until after a place has been offered and accepted.

Written and agreed by Governors April 2008 for 2009/10
 Reviewed November 2008 for 2010/11
 Reviewed September 2009 for 2011/12
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