



**KIRKBY & GREAT BROUGHTON CHURCH OF ENGLAND**  
**VOLUNTARY AIDED PRIMARY SCHOOL**

# **ADMISSIONS POLICY 2016/17**

## **Introduction**

Our school is a Church of England Voluntary Aided primary school in the Diocese of York and is maintained by the North Yorkshire County Council Local Authority (LA).

The school aims to provide a distinctively Christian education for children aged 4+ to 11+ years, with priority being given to children who live and worship within the ecclesiastical parish of Kirkby-in-Cleveland.

Kirkby & Great Broughton is a Voluntary Aided school for which the Governing Body is the Admission Authority responsible for admissions. It is guided in that responsibility by the requirements of the law, advice from the Diocesan Board of Education and its duty to the community.

The admission number for 2016/17 is 18.

## **Date of Admission to the School for 2016/17**

The Governing Body is required to provide for the admission of all children in the September following their fourth birthday. The Governing Body, being the Admission Authority for this school, will generally admit children into school at the beginning of the Autumn Term in September. The Governing Body recognises that the individual needs of some children may be better met by a deferred entry. Any parent/carer who wishes to seek a deferred entry is invited to discuss the matter with the Headteacher.

Parents of children who are admitted for nursery provision must still apply for a place at the school if they want their child to transfer to the reception class. Attendance at the nursery does not guarantee admission to the school.

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year.

Parents can request that their child attends part-time until the child reaches compulsory school age.

Where a parent wishes to defer their child's entry until later in the school year, the Governors are required to hold the place for that child and not offer it to another child. The parent would not however be able to defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

### **Criteria for Admission**

Where there are more applications for admission than the Published Admission Number stated above, the Governing Body will apply the following oversubscription criteria in strict order of priority:

1. Children with a statement of special educational need naming the school will be allocated a place in line with section 324 of the Education Act 1996.
2. Children in public care. This includes any 'looked after child' (including previously looked after children but who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order).
3. Children with special medical or social circumstances affecting the child where these needs can only be met at this school. Applications in this category must be supported by a professional recommendation from a doctor, social worker or other appropriate professional which sets out the particular reasons why this school is the most suitable school, and the difficulties which would be caused if the child had to attend another school.
4. Children normally resident within the ecclesiastical parish of Kirkby-in-Cleveland ( footnote 1)

5. Children whose parents/carers regularly and frequently attend the parish church of Kirkby-in-Cleveland ( footnote 2 )
6. Children with a brother or sister attending the school at the time of the proposed admission ( footnote 4 )
7. Children of families who are worshipping attenders at any other Christian place of worship ( footnote 6 )
8. Children of all full time and part time school staff in either or both of the following circumstances:
  - Where the member of staff has been employed at the school for two or more years at the time the application for admission to the school is made.
  - The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
9. Children of families who are worshipping attenders at a place of worship according to any other major faith i.e. Judaism, Hinduism, Sikhism, Buddhism, Islam
10. Any other children.

## **Footnotes**

1. A child's ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admissions to the school. Where more than one person holds parental responsibility and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be the property at which the child resides for the greater part of the week, including weekends. If a house move is anticipated before the closing date for applications, the new address can be taken into account only where written proof of exchange of contracts is supplied. The closing date for applications is 15 January 2015. If you move, please notify the admissions team at Jesmond House, Harrogate ( 01609 533679). No changes to addresses can be considered after 17 March 2015.

2. 'Regularly and frequently' means at least once a month for a period of at least one year verified in writing by the minister concerned.
3. The Admissions Authority will only consider applications in category 2 above if they are supported by a written recommendation from a doctor, social worker or other appropriate professional which states that it is essential for the child to go to this school and no other.
4. 'Brother' and 'sister' includes half-, step- and adoptive siblings or any other child being brought up as part of that family and resident at the same address of the child applying for admission.
5. Where there are twins wanting admission and there is only a single place left within the admission number, the other twin will also be offered a place as an 'excepted pupil.'
6. 'Any other Christian denomination' means any other Church belonging to 'Churches Together in England'.
7. The school retains the right to ask for confirmation of any information provided should it deem this necessary in order to allocate a school place e.g. proof of moving into the school catchment area.
8. Where the admission number is reached mid-category, applications in that category will be prioritised on the basis of distance. All distance measurements are based on the nearest route recognised by the County Council's electronic mapping system from a child's home address to school. The measurement is made from a fixed point within the dwelling, as identified by Ordnance Survey, to the nearest school entrance using footpaths and roads. The routes measured to determine the allocation of school places will be those recognised by the electronic mapping system used by the school admissions team.

### **Appeals against the Governing Body's decision to refuse admission**

Parents/carers have a right of appeal to an Independent Appeal Panel formed in accordance with legislation. The LA will send details of the appeals procedure to parents/carers. Notice of appeal must be submitted, within 20 days of receiving the refusal letter, to the LA Appeal Office.