

Reviewed: Annually by Mrs Boxall (Headteacher)
Approved by Governing Body

Rathmell C of E (VA) Primary School Admissions Policy 2017-2018

Aims

To enable the preference of parent/carer for Rathmell School to be met to the maximum extent possible.

Scope

That criteria for admission are clear, fair and objective, and are for the benefit of all children.

That Governors and parent carer will have a clear understanding of the criteria for the acceptance of pupils.

Implementation

The Governing Body will determine the admissions policy and criteria for Rathmell School, within the School Admissions code.

- The school will have one intake each year, in September, for those children who are four years of age on or prior to 31 August of that school year.
- Children can take up their place at any time during the year prior to reaching statutory school age.
- Parents/carers have a right to defer entry or to take up the place on a part time basis prior to the child becoming statutory school age.
- Statutory school age is the beginning of the term following the child's 5th birthday.
- **Summer born children.** Parents or guardians may request that their child:
 - (i) defer entry until the next academic year but remain within the same chronological year group, entering in Year 1
 - (ii) defer entry until the next academic year, out of their normal age group, to Reception rather than Year 1. (parents should still apply in the normal admissions round and indicate this on the preference form). Such requests should be addressed to the head teacher. Evidence will be requested from appropriate professionals for (ii) above to be considered.

The school will publish its Pupils Admission Number (PAN) year, once it has been agreed by the Governing Body. The maximum admission number for 2017-2018 is 9.

Admission will usually be made available to all children who are four years of age on or prior to 31 August of that year, whose parent/carer wish them to attend, and who have indicated their wish to the school by completing the NYCC Common Application Form, available from The Education Office, 31/33 Victoria Road, Harrogate, HG1 4XU, [Tel:01609533679](tel:01609533679) or apply on line at www.northyorks.gov.uk/admissions up to the planned admissions number. Should there be more applications than there are places available, the oversubscription criteria below will be used to allocate places.

Applications to be received by 15th January 2017.

Children who have statements of Special Educational Needs and who name Rathmell School will be allocated a place irrespective of the oversubscription criteria. This is a statutory entitlement under S.234 of the Education Act 1996.

Application for a place in year groups other than Reception year will be made using the same process.

The oversubscription criteria will be applied, regardless of gender, race, disability or educational needs.

Late applications for Reception Year

Late applications will be processed in accordance with information for parents on the NYCC website www.northyorks.gov.uk/admissions.

In the event that applications exceed the Pupil Admission Number (PAN) for the year in question, priority will be given following the order of the criteria listed below

1. Children in public care, adopted children who were in public care, those with a residency order and those with special guardianship who have named Rathmell School as their preferred provider.
2. Children whose family/carer, live in the ecclesiastical parish of Rathmell-with-Wigglesworth. A map of the parish is available from the School. Family, in this context, means that the family/parent/carer with whom the child is living from Monday to Friday inclusive.
3. Children who have a sibling who will also be attending Rathmell School at the time of the younger child's admission. Sibling includes brothers and sisters, who are blood relations, step brother and step sister, adopted and fostered children.
4. Children whose family/ carer are regular attenders at Holy Trinity Church, Rathmell
5. Children of parent/carer who regularly attends a place of worship that is a signatory to Churches Together in Settle and District. Regularly, in this context, means at least once every two months. A request for priority under this criterion must be supported in writing by the recognised leader of the place of worship. This supporting evidence should be returned to the school by 15th January 2017
6. Any other children

Each criterion will be reviewed in order. In the event that there are more applications than places for a criterion then the tie breaker will be:

Children whose designated front door of their house is nearest to the main entrance gate of the school, by the shortest walking distance (using public highways), which will be measured using the RAC Route Planner.

In the unlikely event of two or more applicants still being equal after the above criteria have been applied random allocation will be used

Parents /carers will receive an offer of a place on 18th April 2017

Applications for admission at other times

Will be dealt with in accordance with the information on the NYCC website 'Admission to Primary School Guide for parents' www.northyorks.gov.uk/admissions

Appeals

If a child is refused admission to the school on any of the criteria given above, parents have the statutory right to an admission appeal, which will be heard by an independent Admission Appeal Panel. More information is on the NYCC website. Parents have 20 days in which to lodge an appeal in writing to the Clerk to the Admissions Appeal panel.

Waiting List

Names of children who have not been allocated a place will be kept on the waiting list which according to the above oversubscription priority order until 31st July 2017. The waiting list will be kept open until the end of the academic year for which the application was made.