

# AUSTWICK CE (VA) PRIMARY SCHOOL & NURSERY

## ADMISSION POLICY STATEMENT 2018 - 2019

The school is a Church of England Voluntary Aided Primary School providing education for children of the local community, which comprises the Parishes of Austwick, Lawkland, Wharfe, Feizor and Eldroth. Close links exist between Church and School.

Parents must complete a common preference form and return it directly to the Local Authority. The LA will then provide VA schools and foundation schools with the list of those who have listed Austwick as one of their preferences.

Children will join school full time unless other arrangements have been made between parents and the headteacher.

The school provides places for a total of not more than 10 children in this year group.

Children with a statement of special educational need(s) which specify this school in the statement will be offered a place in accordance with Section 324 of the 1999 Education Act.

In the event of numbers of applications exceeding the number of places available the Governors will give priority to:

1. Looked after and previously looked after children, those with a special guardianship or residence order whom who the local authority wishes to place in the school.
2. Relationship as brother or sister to a pupil who is already attending the school at the time the application is made and will still be in attendance at the school at the date of the applicant's admission (see definitions).
3. Parental attachment to the churches of Austwick and Eldroth parishes or any of the parishes normally served by the school (see definitions). A request for priority under this criterion must be supported in writing by the recognised leader of Austwick and Eldroth parish churches. The local vicar is responsible for this. We recommend that it is a parental responsibility to obtain the reference letter and ensure that it is received by the school by a 14 day deadline. (12<sup>th</sup> January, list sent to LA by 9<sup>th</sup> February 2018.)
4. Children from the communities comprising of the Parishes of Austwick, Lawkland, Wharfe, Feizor and Eldroth. A map is available in school.
5. Parental attachment to the churches of another parish, which, may be served by a non-church school. A request for priority under this criterion must be supported in writing by the recognised leader of the relevant parish church. (see definitions). See 3 above.
6. Parental attachment to another Christian Church which is a member of the Council of Churches for Britain and Ireland. A request for priority under this criterion must be supported in writing by the recognised leader of the place of worship. (see definitions) See 3 above.
7. Children living outside the communities mentioned above i.e. all other children.

### Tie breaker

In the event that there are more applicants within any one criterion, than places available, priority will be given to those living nearest to the school as measured by a straight line distance between the front door of the family home and the main entrance to school.

### Definitions

Brother or sister - being blood relations or adopted or fostered and living within the same household.

Attachment to the church - means someone who is a regular worshipper. For example, one or all of the family may attend monthly or church parade services or be regularly involved in a weekday church activity that includes an element of worship. This must be for a period of at least 2 years prior to the date of application.

Parental attachment to another Christian church - means someone who is a regular worshipper. For example, one or all of the family may attend monthly or church parade services or be regularly involved in a weekday church activity that includes an element of worship. This must be for a period of at least 2 years prior to the date of application.

### Late Applications for Admission to the Reception Class

Where there is an extenuating reason for an application being received after the last date for applications and it is before the governors have established their list of pupils to be admitted, then it will be considered alongside all the others. Otherwise applications which are received after the last date will be considered after all the others, and placed on the waiting list in order according to the criteria.

### In-year Co-ordination of Admissions

From September 2013 it is no longer the statutory duty of the LA to coordinate in-year admissions, but the LA will still administer in-year admissions on our behalf.

### Waiting List

Children who are not offered a place will have their name placed on a waiting list. The names on the list will be in the order resulting from the application of the admissions oversubscription criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be entered into the list in order according to the extent to which they meet the criteria. Thus it is possible for a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted. This waiting list will operate for the full school year.

### Admission of children below compulsory school age

Parents are not legally obliged to send their child to school until after the child's fifth birthday. At Austwick School there will usually be one intake each year, in September.

- 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 Head teacher.
- Compulsory school age is the beginning of the term following the child's fifth birthday.

### Deferred Admission

Parents of children who are offered a place at the school before they are of compulsory school age may defer their child's entry until later in the school year. Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year for which application is made.

It should be noted, however, that such children will only be allowed to start at the beginning of the term. Parents may not defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the beginning of the summer term of the school year for which the original application was accepted.

### Admissions and Appeals procedures

The Governing body will form a committee to go through all applications for the school and the above criteria will apply. These criteria are looked at in strict order i.e. anyone meeting the first will be admitted, followed by the second if space still remains etc. Parents have a right of appeal against decisions made, which should be submitted in writing to the Chair of Governors. A receipt of appeals letters following a refusal letter should be sent out within 20 days. NB this process will be subject to the co-ordinated arrangements with the Local Authority. Once decisions have been made and the number of places on offer have been filled then parents will be informed of the outcome of the application.

Any further enquiries can be made to the Admissions Team, Jesmond House, 31-33 Victoria Avenue, Harrogate, HG1 5QE, Telephone No. 01609 533679