

WARD JACKSON CHURCH OF ENGLAND VA PRIMARY SCHOOL

ADMISSIONS POLICY FOR 2015/16

The Governing Body of Ward Jackson Church of England VA Primary School is the Admissions Authority for this school. The Governing Body intends to admit up to 25 pupils to the Reception year group in September 2015.

Applications for admission must be made on the Local Authority Common Application Form. All forms must be returned by the closing date set by the Local Authority. Any applications received after the closing date will be accepted but considered only after those received by the closing date.

Places will be allocated, in the first instance, to those children with a Statement of Special Educational Needs where the school is named in the Statement. Where there are insufficient places available to meet all parental preferences, governors will allocate the remaining places on the basis of **equal preference** and priority will be given to applications in the following order:

- 1) those children who are looked after children and previously looked after children (*previously looked after children are children who were looked after, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order*);
- 2) those children who have older brothers or sisters who will be attending the school in September 2015;
- 3) those children who live in the school's admission zone;
- 4) those children who are distinguished from the great majority of other applicants whether on medical grounds or by other exceptional circumstances and who would suffer significant hardship if they were unable to attend the school;
- 5) those children who live closest to the school as determined by the shortest suitable walking distance (*measured by the shortest suitable walking route from the (ordnance survey) address point of the child's home address to the main entrance of the school, using the Local Authority's computerised measuring system*).

Tie Breaker – If under any criterion there are more children eligible for admission than places available in the school, distance from home to school will be used to determine the order of admission, with those closest to the school receiving priority. The distance is measured by the using the Local Authority's computerised measuring system.

Definition

Sibling – refers to brother or sister, half brother or sister, step brother or sister, or the child of the parent/carer's partner and in every case the child must be living in the same family unit at the same address.

Appeal

Parents have a right of appeal should the school be unable to admit your child. Further details of the appeals process are available by writing to the Chair of Governors at the school address, who will make the necessary arrangements for an appeal.

Transfer

Parents who wish their child to transfer to Ward Jackson Church of England VA Primary School at any time other than the beginning of primary education should contact the Local Authority Admissions Team in the first instance. The Admissions Team contact the school on your behalf. Should there be spaces in the school, the Governors will admit your child. If more requests are received than there are places available, the above criteria will be applied.