

Admissions Policy



Deal Parochial Admissions Policy 2017/18

Created: May 2018

Agreed by Governing Body:

Review Date: May 2019

As a school founded by the Church of England and part of The Diocese of Canterbury, Deal Parochial CEPS Church of England Primary School has a distinctive Christian ethos at its heart. This is;

Values Statement

At Deal Parochial Primary School the curriculum is firmly rooted in its Christian foundation: enabling every child to grow spiritually and emotionally; fostering imagination and a deep sense of personal identity and self-worth; providing guidance through the loving example of Jesus Christ.

Mission Statement

Our hope is that each child at Deal Parochial Primary School will develop an appetite for learning that will endure throughout their lives. To achieve this, the curriculum will need to motivate and excite children so that they engage fully in learning, cultivate positive attitudes and relationships, make good progress and fulfil their true potential – being the best that I can be.

Aims and objectives

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils. Parents have the right to withdraw their children from the daily Christian act of worship and Religious Education. We welcome applications from all members of the community, and we ask all parents to respect the Christian ethos of our school and its importance to our community.

How parents can apply for the child to be admitted to our school

The Governing Body is responsible for the admission of pupils to the School and admits 30 pupils per year. This admission's number has been agreed between the Governing Body and the Local Authority and applies to the year 2017-2018.

The Governors have set a maximum class size of 30 pupils in Key Stage1 and KS2. Legislation states that no infant class may exceed 30 pupils unless there are exceptional circumstances.

Admissions arrangements in priority order (Oversubscription Criteria)

In line with the Department for Education (DFE) School Admissions Code, before the application of oversubscription criteria, children with a Statement of Special Educational Need or an Education, Health and Care Plan, which names the School, will be admitted. As a result of this, the published admissions number will be reduced accordingly.

Where the number of applications for admission exceeds the places available, applications will be considered in accordance with the over-subscription criteria below:

1. Children in Local Authority Care or Previously in Local Authority Care

Children who are in Public Care or who have been adopted but were formerly in Public Care. A child in public care is defined as a child who is looked after by the Local Authority within the meaning of section 22 of the Children's Act 1989.

2. Vulnerable Children

- Children with **physical or medical needs** where written evidence is available from a senior clinical medical officer and the child's general practitioner or specialist showing that it would be detrimental to the child's health not to admit him/her to the school. **Evidence of this must be submitted to the school with the initial application.**
- Children where one or both **parents have a disability that would make travel to a different school very challenging.** Evidence from a registered health professional such as a doctor or social worker will need to be provided. **Evidence of this must be submitted to the school with the initial application.**
- Children eligible for the **Service Premium.** **Evidence of this must be submitted to the school with the initial application.**
- Children of families with **confirmed refugee status.** **Evidence of this must be submitted to the school with the initial application.**

3. Sibling / Current Family Association

A brother or sister is attending the school and will continue to do so when the sibling is admitted.

In this context brother or sister means children who live as brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

The sibling link is maintained as long as the family live at the same address as when the first child applied, or

Has moved closer to the school than when the first child was offered a place, or

Has moved to an address that is less than 2 miles from the school using the distance measured by the method outlined in the distance criterion.

4. Children with affiliation to the foundation churches

Children who attend the foundation churches of St George's, St Andrew's and St Leonard's – including affiliated churches in the Upper Deal Benefice (namely, St Nicholas Sholden, St Richard's Mill Hill and St Martin's Great Mongeham). Parents must submit a supplementary form confirming whether the child is considered a member of the church congregation signed by the clergy. This form will be used by the governors to rank applications. All applicants who fulfil this criterion will be ranked by distance and the closest given priority.

5. Location-distance to school

Children who live nearest to the school measured in a straight line from the school to the home address. The home address is the place where the child resides permanently with their parent or parents or legal guardians.

Where a child lives with parents with shared responsibility each part of the week, the "home address" will be considered to be the address of the person who receives Child Benefit for the child (proof of this will be required).

Tie breaker

If any category is oversubscribed it is recommended that applicants will be ranked by a straight line distance (as defined above) and those closest given priority. If in the event more than one applicant has the same distance from home to school(as measured by the Local Authority), then a random selection will be applied.

Explanations

Where any of the above criteria are oversubscribed Children will be ranked within each category on the following basis:-

(a) Medical / Health and Special Access Reasons

Medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular, those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a **demonstrable and significant need to attend a particular school**. Equally this priority will apply to children whose parents'/guardians' physical or mental health or social needs mean that they have a demonstrable and significant need to attend a particular school. Written evidence from a suitably qualified medical or another practitioner who can demonstrate a special connection between these needs and the particular school will be required.

(b) Service Premium, i.e children who:

- i. have parent(s) who are currently serving in the UK regular armed forces;
- ii. have parent(s) who served in the UK regular armed forces at any time in the last three years;
- iii. have parent(s) who died serving in the UK regular armed forces and are in receipt of a pension under the Armed Forces Compensation Scheme or War Pension Scheme.

(c) Confirmed refugee status

According to the Equality and Human Rights Commission, "Refugee status is granted to a person who has had a positive decision on their claim for asylum under the 1951 United Nations Convention Relating to the Status of Refugees (the Refugee Convention) and has been granted leave to remain in the UK. Refugees are forced to flee their countries because of fear of persecution, often as a result of direct state action."

(<https://www.refugeecouncil.org.uk/0003/4097/EmployingRefugees>)

(d) Distance / Nearness of children's home to school

We use the distance between the child's permanent home address and the school, measured in a straight line using Ordnance Survey address point data. Distances are measured from the point defined as within the child's home to the point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everybody.

Summer born Children

Reception children are usually admitted to the school for full-time education in September although this can be reviewed on an individual basis, taking into consideration each child's needs. Parents can request that the date their child is admitted to school is deferred until later in the academic year or until the term in which the child reaches compulsory school age. Parents can request that their child attends part-time until their child reaches compulsory school age. Discussions with the School are strongly recommended prior to making a decision. The final decision is taken by the Head Teacher.

In Year Casual Admissions

The process is similar to that as described above. An 'In Year Casual Admissions Form' (IYCAF) must be completed and oversubscription criteria remains the same. In principle we believe that children should be educated within their age appropriate class. Please see statement from the Deal Learning Alliance for In Year Casual Admissions.

Statement from Deal Learning Alliance criteria for admission out of year group

In the Deal Learning Alliance we believe a child should be educated in their age appropriate year group. In our professional opinion, children who do not experience the full EYFS are disadvantaged socially and academically when transferring to Key Stage 1. Through our highly skilled approach to differentiation we feel every child's needs can be catered for in their age appropriate year group to ensure strong academic and emotional development.

In principle a decision to be admitted outside their age appropriate year group needs careful consideration and will only take place in exceptional circumstances.

In order to assess the suitability for admission out of year group the following criteria will be applied by all primary schools in the Deal Learning Alliance.

It is the responsibility of the parent of the child to provide independent evidence to demonstrate their child will thrive in the year group they are requesting and provide evidence that the child's age appropriate year group is currently not meeting their needs.

We recommend that children are admitted to school in EYFS at one admission point and that staggered admission to school is not the preferred route for schools in the Deal Learning Alliance.

Withdrawal of an Offer

The Governing body reserve the right to withdraw an offer of placement but only under the following circumstances:

1. It has been offered in error,

2. A parent has not responded within a reasonable period of time (two weeks).
3. It is established that the offer was obtained through a fraudulent or intentionally misleading application.

We will write to parents prior to any potential case for withdrawal. Parents will be offered the opportunity to respond to our concerns.

Appeals Procedure

Parents have a right of appeal to an independent panel against the decision of the Governing Body to refuse an application for a school place. Details of the appeals procedure are sent out with all refusal letters.

The school will provide procedures relating to waiting lists, appeals, and late applications. Information can be accessed via the school office, secretary@deal-parochial.kent.sch.uk /01304 374464, or the full information booklet relating to admissions can be viewed on kent.gov.uk/primaryadmissions / 03000 412121. The school's waiting list will be re-ranked, in line with the published oversubscription criteria, every time a child is added.

In accordance with the requirements of the School Standards and Framework Act 1998, the Governors will make arrangements for parents to appeal against the refusal of the Governors to offer a place for their child in the school. Details of the procedure will be supplied by the Headteacher on request.

Queries about the Admission Policy should be addressed to the Headteacher or Chair of Governors, c/o the School Office. The school will establish an independent Appeals Panel in accordance with the relevant Education Act, or will use the services of the Local Authority Independent Appeals Panel.

Arrangements for Admissions and appeals will be reviewed and published each year.

Supplementary Information Form : To be completed by Rector / Minister / Vicar

Please complete and return this form by the 2019 CAF admission closing date to:

The Headteacher

**Deal Parochial CE (Aided) Primary School
Gladstone Road
Walmer, Deal
Kent
CT14 7ER**

In respect of an application for admission to the School.

▪ **For completion by parent/guardian**

Name of child Date of Birth

Names of Parent(s)/Guardian(s)

Address

.....

▪ **For completion by rector/vicar**

The purpose of this question is to enable governors to rank families when the school is over-subscribed. This form will be used to rank applicants based on the 2017 over-subscription criteria point 4.

Name of Church/Sunday School attended by child(ren) and / or parents

I would consider this family to be:

- ❖ definitely regular members of my congregation (i.e. attending church at least 12 times a year for at least 2 years)
- ❖ outside my congregation
- ❖ delete as appropriate

Please note Under the terms of the Appeals Procedure parents wishing to appeal have the right to see all correspondence relating to their application for admission.

Signature (Rector/Vicar) Date

Contact telephone number: email

Name: (please print) Position in Church: