

## **ST. ANDREW'S CE PRIMARY SCHOOL ADMISSIONS POLICY**

The Governing Body is responsible for the admission of pupils to St. Andrew's Church of England Primary School and admits 30 pupils to reception each year. This admission number has been agreed between the Governing Body and the Local Education Authority.

The school does not have any specific units or facilities for pupils with particular special needs and there are no specific facilities for pupils with physical disabilities. The school is however on a level site and all the accommodation is on one floor, there are also ramps at all entrances to the playground. As far as possible, the school will ensure that pupils with disabilities have access to the same opportunities as other pupils.

The Governing Body is required to abide by the maximum limits for infant classes (5, 6 and 7 year olds), ie, 30 pupils per class.

This policy outlines the procedures at St. Andrew's Church of England primary school for admissions each academic year.

### **Foundation Places**

The Governing Body had designated 25 places to be offered to pupils whose families are faithful and regular worshippers in an Anglican Church (meaning attendance at a place of worship at least once a fortnight over the last year before the date of application). Written evidence of applicants' commitment to their place of worship (in the form of a clergy reference) will be required at the time of application. If there are more than 25 applicants, places will be allocated according to the following criteria. These are stated in order of priority:

- Looked after children.
- Children of families who are faithful and regular worshippers at St. Andrew's Church, Lingham Street or St. Michael's Church (Stockwell Parish).
- The presence of a sibling in the school at the time of admission ( a sibling is defined as a blood relative, a step-sibling, a half-sibling or a formally fostered or adopted child who is living at the same address as the child making the application).
- Children whose pressing social or medical needs or those of their parents or guardians place them in need of the environment which St. Andrew's Primary School alone provides. Relevant written evidence from appropriate sources should be submitted (such as a doctor or social services report).
- The nearness of the home to the school, measured along the shortest safe walking route to the school's main gate (proof of address, dated not more than 3 months prior to lodging the application, must be submitted with the form).

In the event that two or more applicants have equal right to a place under any of the above criteria, the Governing Body will apply the subsequent criteria, in order of priority, to these applicants.

If there are less than 25 qualified applicants for foundation places, any unfilled places will become additional open places. Unsuccessful applicants for foundation places will be considered for any open places remaining unfilled at the end of the allocation procedure.

## **Open Places**

The Governing Body had designated 5 places each year as open places, to be offered to pupils who do not qualify for a foundation place, but whose parents have chosen the school for the type of education it provides. Parents applying for an open place do so knowing that the school aims to provide an education based on Christian principles and therefore, the Governing Body hopes that all pupils will take part in the Christian worship of the school and will attend religious education lessons.

If there are more than 5 applicants, places will be allocated according to the following criteria. These are stated in order of priority:

- Looked after children
- The presence of a sibling in the school at the time of admission ( a sibling is defined as a blood relative, a step-sibling, a half-sibling or a formally fostered or adopted child who is living at the same address as the child making the application).
- Children whose pressing social or medical needs or those of their parents or guardians place them in need of the environment which St. Andrew's Primary School alone provides. Relevant written evidence from appropriate sources should be submitted (such as a doctor or social services report).
- The nearness of the home to the school, measured along the shortest safe walking route to the school's main gate (proof of address, dated not more than 3 months prior to lodging the application, must be submitted with the form).

In the event that two or more applicants have equal right to a place under any of the above criteria, the Governing Body will apply the subsequent criteria, in order of priority, to these applicants.

Parents who are not offered a place for their child have the right to appeal to an independent appeal panel. Parents wishing to appeal should do so in writing. The letter should be sent to reach the Clerk to the Appeal panel, care of the school, within 14 days of the date of the letter confirming the governors' decision not to offer a place. Should some appeals be unsuccessful, the governing body will not consider further applications from those parents within the same academic year unless there have been significant and material changes in their circumstances.