

IRCHESTER COMMUNITY PRIMARY SCHOOL

(See also LA Admissions Booklet “Applying for a Primary School Place in Northamptonshire” issued annually)

1 Introduction

- 1.1 The governing body of Irchester Community Primary School applies the regulations on admissions fairly and equally to all those who wish to attend this school. This policy conforms to the regulations that are set out in the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice. The Local Authority sets out general admissions policies for Community Primary Schools (Rural) in its annual booklet “Applying For A Primary School Place”, which is referred to in all applications.

2 Aims and objectives

- 2.1 We are an inclusive school that welcomes children from all backgrounds and abilities.
- 2.2 All applications are managed centrally by Northamptonshire County Council (NCC) School Admissions. They are treated on merit and according to the county policies and procedures as stated in the admissions booklet.
- 2.3 Irchester Community Primary School is a Member of the Nene Valley Partnership Academy Trust (NVP). NCC is responsible for the oversubscription admission criteria and the allocation of places.
- 2.4 NCC places a restriction on entry if the number of children applying for entry exceeds the places available, (bearing in mind the agreed admission number and planned or current organisation of classes.) NCC apply the criteria for Community Primary rural schools as set out below in order to determine whether a child is accepted or not. It is NCC policy to allow parents the right to have a place at the school of their choice. However, this is not always possible, due to excess demand on the school places available.

ORDER OF PRIORITY

Places will be allocated to pupils who have a statement of SEN or EHC plan that names the school as appropriate provision. When there are more applications for places than there are places available, priority will be given in the following order:

- 1) Children in public care or previously in public care but immediately after being looked after became subject to an adoption, residence/child arrangements order or special guardianship order
- 2) Pupils who live in the linked area
- 3) Pupils with an older brother or sister continuing at the school at the time of admission of the younger child.
- 4) Other pupils.

Tiebreaker: If the admission number is exceeded within criterion (2) priority will be given to those who live furthest from the nearest alternative school. If the admission number is exceeded within any other criterion priority will be given to those who live closest to the school.

- 2.5 The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of this school as long as the Appropriate Authority, Headteacher and Governors consider that such needs can be catered for without unduly affecting pupils, staff or the normal running of the School.
(It should be noted that due to the nature of the site, access / facilities for disabled pupils is restricted in places).

3 How parents can apply for their child to be admitted to our school

- 3.1 As our school is a community school, the school determines the admission arrangements in agreement with the LA. The LA is therefore the ‘Admissions Authority’ for our school. The regulations for entry to each school, where the Admissions Authority is the LA, are published each year by the LA. Parents can receive a copy of these regulations directly from the LA.
- 3.2 The LA publishes a composite admissions prospectus each year, which gives information about how parents can apply for a place in the school of their choice. Parents have a right to express a preference for the school of

their choice and they should do so on the application form. Expressing a preference does not, in itself, guarantee a place at this school. Application forms are completed on line at www.northamptonshire.gov.uk/admissions and must be submitted by the date stipulated on the NCC website. The school's Family Link Worker provides access and support for parents in completing the form on line. NCC notifies parents about the school place as soon as all the applications have been considered.

- 3.3 In this area, children enter school in the academic year they become five. There is one admissions date per year, early in September (i.e. at the start of the school year). Therefore, parents who would like their child to be admitted to this school during the year their child is five should ensure that they complete the necessary application form by the end of the previous academic year.

4 Admission appeals

- 4.1 If the school is oversubscribed and parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent appeals panel then meets to consider all appeals by parents who have been refused a place at the school and who wish to appeal against this decision. An appeals panel's decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to our school, then we will accept this and continue to do all we can to provide the best education for all the children at our school. (Details of appeal arrangements are set out in the Code of Practice on School Admissions Appeals, which came into force in September 1999.)

5 The standard number

- 5.1 The standard number is the number of children the school can normally accommodate in a year group. The standard number for our school is 60.

6 Infant class size

- 6.1 As a general policy, we teach infant children (aged five to seven) in classes that have a maximum number of 30 children.

7 Request for an 'in year' school place

- 7.1 The 'in year' application process is for children requiring **a school place during the academic year**, rather than at the usual transfer time into a school (starting primary school, moving to secondary school etc).
- 7.2 If the child has a statutory statement of special needs then direct contact should be made to the Admissions Team for information on how to apply.
- 7.3 All applications for an 'in year' school place must be made through Northamptonshire County Council. The NCC Admissions Team will co-ordinate the application process and advise parents, by letter, of the outcome of their application.
- 7.4 From September 2010, it is a statutory requirement that applications are made through the local authority in which the family reside, or are moving to, and not to the school direct.

8 Review

- 8.1 This policy will be reviewed every 2 years with the Admissions Authority in the light of any changed circumstances in our school or the local area.