

Admissions Policy

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| Policy lead: | Head teacher  |
| Link Governor: | Mr A Evans |
| Governor Meeting | November 2015 |
| Date for next review:  | November 2016 |

**Widewell Primary Academy**

**ADMISSION ARRANGEMENTS 2016/17**

**ADMISSIONS POLICY**

Our admissions policy endeavours to fulfil aims and ethos of Widewell School Educational Trust. We believe that siblings are entitled to be educated in the same environment in order that a productive partnership is built up with parents. We believe that we have a valuable and integral role to play in serving the local community.

The number of intended admissions for the year commencing 1st September 2016, will be 30.

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit:

**1. Looked After Children and all previously looked after children.**

A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

An application for admission to school must be made by the person with parental responsibility and / or the child’s social worker.

**2. Where the child will have a brother or sister attending the school at the time of entry.**

Step or half brother or sister (but not **cousins**) residing at the same address or adopted children of parents who have a natural child attending Widewell Primary will establish the sibling connection.

3. Proximity of the child’s home to the school main pedestrian gate being accorded the higher priority.

 This will be judged by the shortest measured walking distance by public right of way\* from home to school.

 \*A public right of way is one which is determined by the Countryside Act 1968. Where applicants live in the same block of flats, internal walkways will be treated as public rights of way when calculating distance travelled. (Measurements will be taken from the door of each individual dwelling. A child living on a lower floor will take priority over another living higher up in the block.)

**Twins, Triplet and other children of multiple births**

In the event that the school has one place to offer and the next child on the waiting list is one of twins, triplets or other children of multiple births, the Admissions Committee will, in the first instance, randomly select the child to offer the place to. The school will also have the right to inform the parents that it may prefer the other, or another child, have the place instead of the child initially randomly selected.

# Split residence

Where a child lives with parents with shared responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child’s residence is split equally between both parents, then parents will be asked to determine the residential address for the purpose of admission to school. If the residence is not split equally between both parents then the address used will be the address where the child spends the major part of the school week.

**Admission out of the normal age group**

Places will normally be offered in the Year Group according to the child’s date of birth but a parent may submit an application for a Year Group other than the child’s chronological Year Group. We will make a decision on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent’s views; information about the child’s academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. We will also take into account the views of the head teacher of the school(s) concerned. Parents must not assume that the decision of one school will transfer with the child to a different school as the decision rests with the individual admission authority. Where a place is refused in a different Year Group but a place is offered in the school, there will be no right of appeal.

## ADMISSIONS PROCEDURE

Parents who are interested in applying for a Reception place for their child should collect the Starting School in Plymouth book published by Plymouth City Council from the school and ensure that the enclosed form is given in by the cut off date or apply on line by visiting Plymouth City Council website www.plymouth.gov.uk/primaryadmissions. If a place at Widewell Primary School is offered then parents will be invited to attend an induction meeting and be offered a home visit for their child.

The school holds a waiting list for each year group when applications for admission exceed the number of places available. Places, when they become available, will be offered following the admission criteria. When a child has been offered a place and a start date given they will be introduced to their class teacher before they start at the school.

The school has one intake of reception aged children in September.

**APPEALS PROCEDURE**

Parents have the right of appeal against a decision not to admit a child. Parents wishing to exercise their right of appeal against a refusal of admission should forward their appeal to the Chair of Governors for consideration of the Appeals Committee of the Governing Body. Members of the Appeal Panel will be independent from the school. Parents are entitled to attend the appeal panel meeting to give grounds for their appeal personally and / or to be represented. Appealing for a place does not guarantee entry to the school.

**Visits to School**

Visits to school are welcomed please contact the school office to make an appointment.