

Policy on Admissions 2020-2021

As determined and approved by the Full Governing Body
at its meeting on 14th January 2019



Next review: Autumn 2019

Bussage Primary School is a Church of England Voluntary Aided Primary School and this policy is written within the context of the Christian faith, practice and values which underpin our ethos, and which are in keeping with our Trust Deed.

Our school's Christian ethos is that all pupils, whatever their ability or talents, are created in the image of God, and are loved equally by him.

Our school's mission is to provide a learning and development environment in which all pupils and staff can make the most of their God given potential and aspire to "be the best that they can be."

Our school vision is built upon the four cornerstones of WISDOM, HOPE, COMMUNITY and DIGNITY.

BUSSAGE CHURCH of ENGLAND (AIDED) PRIMARY SCHOOL
ADMISSIONS POLICY

The Admissions Policy was revised by the Governing Body in October 2018.

This policy should be read in conjunction with the Guide for Parents and Carers and the online application form available from Gloucestershire County Council's website:

www.gloucestershire.gov.uk/schooladmissions

If you have not received a letter regarding school admissions by the end of November 2018 you should contact the Admissions and Transfers Team (0-16) Shire Hall, Gloucester, GL1 2TP and arrange for one to be sent to you.

INTRODUCTION

The Governors acknowledge that seeking admission to a Primary school is an important step for every parent and that choosing a Primary school for a young child is an especially sensitive duty for parents and crucial for the child. This Admissions Policy seeks to maintain the distinctive nature of the Church of England foundation of the School, and the legal limit on infant class sizes imposed by the Government, whilst meeting parents' preferences as far as possible. In drafting this document the Governors have sought to prepare the criteria to determine which children might be admitted to the School if there are more applications for the places which are available.

This document then is presented to enquiring parents as a clear, fair and objective Admissions Policy, which is compatible with admissions and equal opportunities legislation. Further it enshrines both the regard of the Diocesan Board of Education, as well as that of the Local Authority to provide equality, and as far as possible to be inclusive of all elements in the School's local community.

DELEGATED AUTHORITY

Should it be necessary to apply the priorities, admissions will be decided by a sub-committee of at least 4 governors: 3 foundation and one parent governor. The Chair of Governors may not sit on this sub-committee, and the members of the Admissions Sub-Committee are to be nominated by a meeting of the full Governing Body.

YEAR GROUP SIZES

The school's indicated admissions number is 30.

PRIORITIES FOR ADMITTING CHILDREN

The Governors will admit children to the School in the following order of priority:

1. Looked after Children or children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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).
2. Children who will have an older brother or sister (sibling) attending Bussage School, and will continue to do so on the date that the younger child's admission would take effect. Sibling refers to a brother or sister, half-brother or sister, adopted brother or sister, step brother or sister, or the child of the parent's/carer's partner, and in every case, the child must be living in the same family unit at the same address.
3. Children for whom only this particular school is appropriate due to an exceptional medical condition. Applications under this criterion will only be considered if they are supported by a written statement from a doctor. This must demonstrate that there is a very specific connection between the medical need and this school.
4. Children of families living in the ecclesiastical Parish of Bussage with Eastcombe (a map of the parish may be inspected at the school) whose parents are regular worshipping members of the Church congregations in the Parish*. (Regular meaning at least once a month).
5. Children of families living in the ecclesiastical Parish of Bussage with Eastcombe, having the strongest geographical claim, (measured in a straight line from the ordnance survey point of the child's home address (including flats) to the ordnance survey point of the school, using the Local Authority's computerised measuring system), with those living closer to the school receiving the higher priority.
6. Children of families whose parents are regular worshipping members of the Church congregation in the Parish or whose parents are regular worshipping members of other Christian Churches (being a member of Churches Together in England)*.
7. Remaining places are offered on the basis of those living closest to the School.

*Applications under Criteria 4 or 6 must be supported by a letter from an appropriate member of the clergy.

Where any particular category at points 1-6 is oversubscribed, criterion seven (strongest geographical claim, measured in a straight line from the ordnance survey point of the child's home address (including flats) to the ordnance survey point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority) will be used.

In the event of a tie between two or more children when applying criterion seven, (children with the strongest geographical claim, measured in a straight line from the Ordnance Survey point of the child's home address (including flats) to the Ordnance Survey point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.) where there are not enough places available to offer all children a place at the school, a process of random allocation will be followed by the Governing Body.

CHILDREN WITH AN EDUCATION, HEALTH AND SOCIAL CARE (EHC) PLAN

The school is required to admit a child with an EHC plan which names the school, even if the year group is full.

WAITING LISTS

If the school is oversubscribed, a waiting list will be held for (at least) until the end of the December term. Children will be ranked in the same order as the priorities stated above (Priorities for Admitting Children).

FAIR ACCESS PROTOCOL

The school has signed up to the In-Year Fair Access Protocols held by the Local Authority. Should a vulnerable child within these Protocols require a place at the school, they will take precedent over any child on the waiting list.

ADMISSION OF SUMMER BORN CHILDREN FOR RECEPTION ENTRY

The Governors acknowledge the updated advice from the Department of Education that parents/carers of "summer born" children (born between 1 April and 31 August) may request that their children start the Reception Class a whole academic year later. Bussage Primary School will follow the Local Authority process which states that parents can only apply for a Reception place at a school on a single occasion. An application for a deferred entry must be made during the Normal Admission Round for the child's chronological year group stating the reasons for requesting deferred entry to the following year. The Governing Body will decide whether the deferred entry can be approved for the school on a case by case basis.

For the avoidance of doubt, the term "Normal Admission Round" refers to all applications to the main year of entry to the school – i.e. Reception. Applications made during the Normal Admission Round will be made in advance of the academic year in which the child is due to start at the school. All children are entitled to a full time place; however, they may attend on a part-time basis until later in the school year but not beyond the point at which they reach compulsory schoolage.

Further information can be obtained from the GCC Guidance Booklet on admissions.

This booklet and the form to request a deferred entry can be downloaded from the following link: - <http://www.gloucestershire.gov.uk/startingprimary>

IN YEAR ADMISSIONS

For in-year applications only, the parent should apply directly to the school in the first instance.

TRANSPORT

School transport is not available.

OTHER CONSIDERATIONS

The Governors wish to make it plain that no other considerations - e.g. academic ability, parents declining to sign a home-school agreement, etc - will be considered when deciding an application for admission.

NOTIFICATION OF ADMISSIONS

The Governors will offer places, in consultation with the LA, in line with coordinated admissions arrangements. A decision on an application for admission will be notified in writing, normally in April of the year concerned, Notification will happen as soon as possible for those who apply for admission at any other times during the Academic Year.

APPEALS

Parents who wish to place their children in Bussage Primary School, but who are refused under this policy, have the right of appeal under Section 411 of the Education Act 1996. Appeals will be heard by an independent panel not associated with the School and organised on behalf of the Governing Body by the County Council Legal and Democratic Services. If an appeal is necessary, those who wish to pursue this process are reminded of the importance of the time-table associated with the appeal procedure.

DATE FOR REVIEW : Autumn term 2019

Mr R. Bedford
Chair of Governors.

Mr. A. Ferguson
Headteacher