



## All Saints' CE (VA) Junior and Infant School

Serving the community by providing an education of the highest quality within the context of Christian belief and practice.

### ADMISSION POLICY 2011/2012

#### RATIONALE

All Saints' School is a Church of England School the aim of which is to provide quality education to the local community.

The beliefs and practices of the Christian Church are fundamental to the life of the school but a child does not have to belong to a Christian family in order to be given a place at the school.

The Governing Body of All Saints CE (VA) Junior & Infant School is the admissions authority for the school

The Planned Admission Limit (PAL) is 30.

#### AIMS and PURPOSES

1. To admit pupils who are 4+ into the Reception class in September of each year up to a total of 30, the declared PAL.  
These children should have their fifth birthday between September 1st and August 31st in their first academic year, both dates are inclusive.
  2. To cooperate with the LEA in the administration of the admissions procedures.
  3. To apply criteria that are fair and in keeping with the aims of the school, if it is the case that more places are requested than are available. The Admissions Committee of Governors will allocate places according to the criteria agreed below.
  4. To keep the size of school as close as possible to a total number on roll of 210. If the school is not full, children will only be admitted into each year group up to the PAL using the admission criteria as set out below. Application for admission to classes other than reception must be submitted to the Governing Body
  5. To organise a waiting list if the school is oversubscribed.
  6. To set up procedures which will enable children joining The Reception Class to settle as quickly as possible. These procedures will enable their parents to feel
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- welcomed into the life of the school and comfortable in setting up cooperative relationships with the school.
7. To inform parents of their rights to appeal against any decision made by the Governing Body in applying this policy or by the Admissions Committee
  8. To inform parents how to go about appealing to an Independent Appeals Panel set up by the Wakefield Diocese.

## **BROAD GUIDELINES**

### **Criteria to apply if the school is over subscribed.**

#### **Admission to Reception.**

Where total applicants for admission into The Reception Class 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. Children who are in receipt of a Statement of Special Educational Need (in accordance with the 1996 Education Act) where the Local Education Authority has named this school as necessary to meet the pupil's need (Parents applying under this category will have had discussions with the both the Headteacher and LEA Officers before applying), and `Looked After Children` defined as children who are in the care of the Local Authority (in accordance with section 22 of the Children Act 1989)
2. Where the child has a sibling attending the school at the proposed date of admission. **(See Note 1)**
3. If there are more applications in a particular category than the number of places available, the remaining places will be offered to the children whose permanent address is nearest to school - the distance being calculated (in a straight line) from the school's front door to the front door of the child's permanent address (Local Authority map system). **(See Note 2)**

#### **NOTE 1**

For the sibling criterion to be applicable one of the following conditions must exist:

- brother and/or sister to be permanently resident at the same address at the proposed date of admission
- stepbrother and/or stepsister to be permanently resident at the same address at the proposed date of admission (to include half brothers/sisters).

#### **NOTE 2**

The child's ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will be deemed to

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be that property at which the child resides for the greater part of the week including weekends.

If there are more applications in a particular category than the number of places available, the remaining places will be offered to the children whose permanent address is nearest the school – **the distance being calculated as in Priority 3**

**Admissions from the Waiting List, of children other than those applying for the new Reception class**

The School Administrator will keep a list of the names of applicants who have not been allocated places at the School and whose parents wish their names to be put on the list in case places become available at a later stage. The Admissions Committee will consider these names when places are available because of pupils leaving the school. These will be ranked in descending order according to the over subscription criteria which are outlined for Reception above.

**Resources**

The updated school brochure must be available in sufficient numbers to be sent to parents in November of each year. The content of this brochure must comply with DFES regulations.

**Management of this Policy**

The Governing Body will oversee the management of this policy. The School Administrator will be responsible for the keeping of the list of interested parents who want to receive a prospectus

**Review and Monitoring**

This policy will be reviewed at least annually. The Chair of the Admissions Committee will be consulted about this policy. The advice of the Diocese of Wakefield will be sought.

**Approval**

**Signed .....**

**Date**

