POLICY ON ADMISSIONS 2019- 2020

Introduction
Our Governing Body applies the regulations on admissions fairly and equally to all those who wish to attend this school. This policy should be read in conjunction with advice to Parents and Carers given by Gloucestershire County Council which is available on the Gloucestershire County Council website: www.gloucestershire.gov.uk/schooladmissions or by contacting the Admissions and Transfers Team on 01452 425407.

Aims and objectives
We seek to be an inclusive school, welcoming children from all backgrounds and abilities. All applications will be treated on merit and in a sensitive manner. The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not. It is our wish for parents to find a place for their child at the school of their choice. However, this is not always possible, due to excess demand on the places available. A child's level of ability is irrelevant to this school's admissions policy; as are any Special Educational Needs the child may have.

Longney CE Primary Academy will act within the Schools Admission Code 2014 to ensure that it follows a fair, consistent and transparent method of offering places to children, but it does support the county-wide principle of allowing children to access a local school place. The Schools Standards & Framework Act 1998, Section 86, requires admission authorities to only refuse admission of pupils where it may compromise education to do so and therefore the School Admission Code 2014 does make provision for admission authorities to admit above their admission number during the admissions process to meet parental demand. In this instance, he Governing Body will consider all applications for a school place in line with the school's admission policy, taking individual cases into account in line with its exceeding PAN protocol – which sets out how the school will implement such flexibility in a transparent manner whilst ensuring sustainability of the whole school system.

How parents can apply for their child to be admitted to our school
The admissions process is co-ordinated by the Local Authority in to Reception on behalf of the Diocese of Gloucester Academies Trust.
The County Council's annual admissions prospectus informs parents how to apply for a place at the school of their choice. Parents have a right to express their preference but this does not, in itself, guarantee a place at that particular school. Application should be made on a form that can be obtained from Gloucestershire County Council and should be returned by the date stipulated on that form. Applications can be made online at: www.gloucestershire.gov.uk/schooladmissions

If a letter containing important admissions has not been received by the end of November 2018, you should contact the Admissions and Transfers Team, Shire Hall, Gloucester GL1 2TP and arrange for one to be sent to you.

Admission Criteria

When the number of applicants exceeds the number of places available, places are given based on the following priorities:

1) Children in public care (looked after children)
A looked after child is defined as 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). This category also includes Adopted Children who were previously looked after/ in care.

2) Children who have an older sibling attending Longney CE Primary and who will continue to do so when the younger child is admitted. A sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child must be living in the same family unit at the same address.

3) Children with the strongest geographical claim, measured in a straight line from the ordnance survey address point of the child's home address (including flats) to the ordnance survey address point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority and the River Severn forming a natural obstacle for families living the other side of the river.

4) Children for whom Longney CE Primary is not the nearest school when measured as in point 3.

Admission appeals

If a child is not offered a place at this school, this will be because to do so would prejudice the education of other children by allowing the number of children in the school to increase too much.
Parents and Carers have the right of appeal to an independent panel against any decisions made in relation to any decision made concerning their child's entry to school. If the appeals panel decides that we should admit a child to whom we had refused a place, then we will accept this decision and continue to do all we can to provide the best education for all the children at our school. (Further details of appeal arrangements are set out in the revised Code of Practice on School Admissions Appeals, which came into force in September 2004.)
The school is required to admit a child with a statement of Special Educational Needs that names the school, even if the school is full.

Waiting Lists

If the school is oversubscribed, a waiting list will be held for at least the second (i.e. December) school term following the admission request. The waiting list will be prioritised according to the school's admission criteria above.

Fair Access Protocols

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 precedence over any child on the waiting list. For more information please follow this link: http://www.gloucestershire.gov.uk/education-and-learning/school-admissions-scheme-criteria-and-protocol/school-admission-protocols/

Transport
Transport is currently available for children who live in the neighbouring village of Elmore. This is arranged by Gloucestershire County Council.

When will my child reach statutory school age?
Children must be receiving full-time education by the start of the term following their fifth birthday.

- For children born between 1 September and 31 December, they reach compulsory school age on 31 December and must be receiving full-time education at the start of the Spring term (i.e. after the Christmas holidays, in January).
- For children born between 1 January and 31 March, they reach compulsory school age on 31 March and must be receiving full-time education by the start of the Summer term (i.e. after the Easter holidays, in March or April)
- For children born between 1 April and 31 August, they reach compulsory school age on 31 August and must be receiving full-time education at the start of the new school year (i.e. after the summer holidays, in September).

In response to the Department for Education (DfE) guidance and the new statutory requirements in the revised School Admissions Code, Gloucestershire County Council has updated its admissions policy to address the options available to parents of summer born children (those born between 1 April and 31 August). This information is designed to explain the options available to parents for their child's starting school arrangements and to answer the frequently asked questions. Further information can be found on the Gloucestershire County Council website:
http://www.gloucestershire.gov.uk/media/13649/summer-born-information-sheet.pdf

Admission of Children Outside of their Normal Age Group
Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In order for the school governors to consider such a request, such an application must be made in writing, stating clearly the reasons for this proposal. The school governors will normally seek external advice to be reassured that such an arrangement is in the long term interests of the child. The school governors will communicate the reasons for their decision in these cases. In all other respects the child will be considered in the same way as any other child and in the case of over-subscription the same admission criteria will apply.

** Compulsory school age is set out in section 8 of the Education Act 1996 and the Education (Start of Compulsory School Age) Order 1998. A child reaches compulsory school age on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.*

The Published Admission Number (PAN)
The 'published admission number' is the number of children that the Local Authority considers the school can accommodate. The standard number for our school is 15. We keep this number under review and the governors will apply to change the number if circumstances change.

Monitoring and review

This policy will be monitored by the Governing Body, who will always take due note of the guidance provided by the local Admissions Forum.

The policy will be reviewed every two years, or earlier in the light of any changed circumstances, either in our school or in the local area.

Policy drawn up and ratified by the Governing Body February 2015
Reviewed September 2016