

Newton Solney Church of England
Admissions Policy 2024/2025

The Governing Body is responsible for the admission of pupils to Newton Solney Church of England Infant School and admits 23 pupils to Reception each September. This admission number has been agreed by Derbyshire County Council and the Governing Body and applies to the year 2024/25.

The school does not have any specific units or facilities for pupils with particular special needs and there are no specific facilities for pupils with physical disabilities. The school is however on a level site, and all the accommodation is on one floor; there are also ramps at the main entrance and at the entrance to the playground. All classrooms may be entered without steps. As far as possible, the school will ensure that pupils with disabilities have access to the same opportunities as other pupils.

The Local Authority (LA) operates an agreed co-ordinated admissions scheme in line with government legislation. The LA will manage the process on behalf of the school according to the scheme published each year. The LA will allocate the available places in line with this policy.

The Governors co-operate with the LA's **Fair Access Protocol** for children who are hard to place and will admit these before others on the waiting list even if the school is full

The closing date for admission application forms to be received by the home LA is as advertised by that authority. Information on completing the 'on line' application and notification dates of admission decisions are published in the Local Authority Admissions booklet, which is also available from their website.

<https://www.derbyshire.gov.uk/education/schools/school-places/apply-for-a-school-place.aspx>

All applications **must** be made on the **home** Local Authority Common Application Form (CAF).

WaitingList/Late Applications

In the event of more applications than available places the LA will maintain a waiting list. This list will be maintained until the end of the autumn term. These and late applications will be positioned according to criteria order. If a place becomes available in the school it will be offered to the child that best meets the published admission rules at the time. Parents/carers are requested to inform the LA termly if they wish to remain on the list and to inform the LA if they want to remove their child's name from the list.

The school is required to abide by the maximum limits for infant classes (5, 6 and 7 year olds), ie 30 pupils per class.

The school provides for the admission of all successful applicants who have reached their 4th birthday by the beginning of September 2024. However, please note the following:

- (a) Parents offered a place may defer the date of their child's admission until later in the year, or until the child reaches compulsory school age. **Summer born children may only have admission deferred until the start of the summer term.**
- (b) Parents can request part-time attendance until the child reaches compulsory school age.
- (c) Where a parent of a 'summer-born' child (1 April – 31 August) wishes their child to start school in the autumn term following their fifth birthday, the Governors will consider the request.

If parents do not take up the offered place before the end of the academic year of entry, then they would have to re-apply for a place in Year 1

However if parents wish such a child to be educated "out-of year group" i.e. in the Reception Year rather than Y1 they may request this and should discuss it with the school as soon as possible. Such applications will be considered by the LA on a case by case basis. Each case will be judged on its individual merits but to admit out of year group would require exceptional and extenuating circumstances and professional evidence explaining why the child's needs cannot be met in the chronological year group.

All such parents should apply for their child's normal age group at the usual time and may submit a request for admission out of the normal age group at the same time.

The LA will respond to this request prior to the offer of a place being made. If the request is agreed to the application can be withdrawn for that year before the place is offered.

If the request is refused, parents may decide whether or not to accept the offer of a place for the normal age group, or refuse it and make an in-year application for admission into Y1 for the September following the child's fifth birthday.

Where a parent's request has been agreed, they **must** make a new application as part of the main admissions round the following year.
Parents do not have the right of appeal against a decision not to place the child in a year group outside their normal age group.

The Governors are required to admit a pupil with an Education, Health and Care plan which names the school

When there are more applications than there are places available, the Governors will admit pupils according to the following criteria in order of priority.

- (i) Children who are in public care (looked after children) or those who were previously looked after, including those who appear (to the governors) to have been in state care outside England, but have ceased to be so because they were adopted or became subject to a child arrangement order or special guardianship order. See notes 1,2 & 3 below
- (ii) Children living in the normal area (as defined by the Local Authority)
- (iii) Children who have siblings in the school at the time of admission. For the purpose of this policy a sibling is defined as the brother or sister, half brother or half sister, adopted brother or sister, child of the parent/carer or their partner or a child looked after or previously looked after and in every case living permanently in a placement within the home as part of the family household from Monday to Friday at the time of admission. A sibling link will not be recognised for children living temporarily in the same house, for example a child who usually lives with one parent but has temporarily moved or a looked after child in a respite or very short term or bridging foster placement
- (iv) Any other children

In the case of older children who apply to join the school, admission will be on the basis of places being available in the relevant class. If more applications for places are received than places available then the above criteria will apply.

Tie-breaker

If any category is **over-subscribed** the places will be determined in that category by the proximity of the child's permanent home address to the school, using the LA's computerised

mapping system¹Where two families live in the same block of flats the flat with the lower number will be given priority. Where two family's addresses are equidistant random allocation will be used.

Twins and multiple births

Where a twin or multiple birth sibling has been offered the last available place then the other twin or sibling(s) will be offered a place as exceptions to the infant class size rule.

In-year admissions

Applications can be received at any time for places in any year group outside the normal admissions round. Application forms can be obtained from the LA website or school office should be sent to the LA.

Appeals

Parents who have been refused a place for their child have a right to appeal to an independent panel. Parents wishing to appeal *should obtain an appeal form from the Local Authority. This form is available on line at www.derbyshire.gov.uk/admissions* Or ring 01629 533190 to request a form. The form should be sent to reach the Clerk to the Appeal Panel within 20 school days of the date of the letter confirming the governors' decision not to offer a place.

Please note that a repeat application within the same academic year will not be considered unless there has been a significant change in circumstances.

Note 1: Looked after children and previously looked after children

A "Looked After Child" is a child who is:

in the care of a local authority, or being provided with accommodation by a local authority in the exercise of their social services functions (section 22(1) of The Children Act 1989)

All children adopted from care who are of compulsory school age are eligible for admission under criterion 1. Children in the process of being placed for adoption are classified by law as children looked after providing there is a Placement Order and the application would be prioritised under Criterion 1.

Note 2: Children adopted who but appear (to the governors) to have been in state care outside England

The Local Authority's "Virtual School Head" will be asked to verify all such applications. All applications are considered individually but a successful application should include the following: Evidence that the child was previously cared for by the state outside England because he or she would not otherwise have been cared for adequately and has been subsequently adopted

Note 3: Children who were not "looked after" immediately before being adopted, or made the subject of a child arrangement order or special guardianship order, will not be prioritised under criterion 1. Adopted children must have been previously looked after by an English or Welsh local authority. Evidence needed – include a letter or document from your child's social worker, advisory teacher or other professional as evidence.