

Admissions Policy

Our policy is in line with that recommended in Northumberland County Council's admission policy as stated below: -

Policy

- a) All applicants to our school will be admitted provided that these do not exceed the school's standard number, currently 30.
- b) The LEA will consult with the Governors if it proposes to change standard numbers.
- c) If applications exceed the standard number and cannot be accommodated, priority will be given in accordance with the following criteria:
When the number of applications for a particular school exceeds the number of places available in the year group in question, priority will be given to the following categories of pupils in descending order of merit:
 - 1. Children who are looked after, or have been previously looked after, by a local authority (including children subject to adoption, residence or special guardianship order).
 - 2. Children residing within the catchment area of the school and those on whose behalf firm evidence is presented that they will be resident in the catchment area as defined by the Local Authority.
 - 3. Children on whose behalf evidence of exceptional medical or social need is presented. This will normally have to be supported by a professionally involved third party.
 - 4. Children who have an older brother or sister who already attends the school and who is expected to be on roll at the school at the time of admission.
 - 5. Requests on behalf of children, which are based on the need to maintain continuity of educational provision, including continuity within a feeder pattern between schools.
 - 6. Children who have a parent who has been employed by the school for 2 years or more.
 - 7. Children on whose behalf preferences are expressed on grounds other than those outlined above.

Should it prove necessary, because places are limited, to distinguish between pupils in any given category, priority will be given to those who live nearest to the school.

- d) All new starters will normally be admitted to school during the first weeks of the school year in which they attain their fifth birthday.
- e) They will be admitted at the appropriate time at the discretion of the Headteacher in consultation with the reception class teacher.
- f) Any complaints, having first been discussed with the Headteacher, will be referred to the Governing Body through the Chairman of the Governors.

Tie Breaker: Where there are places available for some but not all applicants within a particular criterion, distance from home to school will be the deciding factor, with preference given to those whose home address is nearest to the school, when measured by the Local Authority' computerised measuring system.

Waiting List: The school office will maintain a waiting list of applicants. In the event of a place becoming available in the appropriate class during the year and there being more applicants on the waiting list than places available, the selection criteria and tie breaker indicated above will apply.

Definitions: By "looked-after child" we mean one in the care of a local authority or being provided with accommodation by a local authority in the exercise of its social services function. An adoption order is one made under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46). A 'child arrangements order' is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the Children and Families Act 2014, Section 14). A 'special guardianship order' is one appointing one or more individuals to be a child's special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order).

*Date adopted pre Jan 2011
Last reviewed July 18
Next review July 19*