

# **Westleigh St Paul's CE Primary School**

## **Admissions Criteria**

### **Admission Number – 30.**

When the demand for places exceeds this number, after places have been allocated to children with a statement of special educational need which names this school, the Governors will allocate places on the following basis.

### **Criteria in Order of Priority**

1. Looked after children and previously looked after children.  
*Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.*
2. Children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.  
*Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order*
3. Children who already have brothers and sisters in the school at the time of admission. This includes half brothers/sisters, step brothers/sisters and foster brothers/sisters living at the same address as part of the same family unit.
4. The child plus a parent/guardian that attend any St Peters/St Paul's Church at least four times in any calendar year from January to December, previous to application.

5. Baptised members of the Church of England living in the Parish.
6. Baptised members of the Church of England living outside the Parish.
7. Proximity to school premises measured in a straight line distance as measured by the LA from the child's home address to the rear entrance point.

### **Tie Breaker**

Where there are more applicants in one category than there are places left to offer, the governing body will offer places to those pupils who live nearest to the school. The distance will be measured in a straight line from the child's home address to the rear entrance point at school.

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

If we offer the last place available to one of twins (or triplets and so on) we will admit the other twin/triplets too.

Carers who are unsuccessful at gaining a place for their child may appeal against the decision. Appeals should be sent to school in writing within fifteen days from the date of the letter refusing admission. Appeals will be dealt with by an independent panel.

### **Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing

date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

## **Waiting lists**

Places may become available at a school after the offer date. To decide which children have these places, we will:

- put all children who we refused a place at one of their preferences on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and
- keep the waiting list until the end of the autumn term.

Important information about the waiting list: We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

## **Residence**

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications.

If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

## **Brothers and sisters**

We will include:

- half-brothers and half-sisters;

- stepbrothers and stepsisters; and
  - foster brothers and foster sisters;
- who live at the same address as part of the same family unit.

### **Deferred entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

### **Part-time attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.



**WESTLEIGH ST. PAUL'S C.E. PRIMARY SCHOOL**

**Admission to Reception Class September 2020  
Supplementary Information Form**

**Child's Chosen Name**

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**Child's Legal Name** *(if different)*

.....

**Date of Birth** ..... **Home Telephone No.** .....

**Address** *(including postcode)*

.....

.....

**For office use only:**

Address verified by ..... Document produced.....

**Siblings attending Westleigh St. Paul's School at the time of admission and in which class:**

.....

**Church Attendance**

Do you and your child attend St Peters or St Paul's at least four times in any given year?

**Yes**

**No**

Name of Church.....

**If yes, you must ask the Vicar to sign the declaration at the end of the form before returning to School.**

**Baptism**

Has your child been baptised?

**Yes**

**No**

If yes, please state date and place of Baptism?

**Date**.....

**Place** .....

Signed; ..... (Parent/Guardian)

***Please return the completed form as indicated in application procedure.***

I verify that this child, plus a parent/guardian are members of .....and attend worship at least four times in any given year.

Signed; ..... (Vicar/Priest in Charge)