Stonehouse Park
Infant School

Admissions Policy

<u>Safeguarding Statement</u>

At Stonehouse Park Infant School we respect and value all children and are committed to providing a caring, friendly and safe environment for all our pupils so they can learn, in a relaxed and secure atmosphere.

We believe every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm.

This is the responsibility of every adult employed by, or invited to deliver services at Stonehouse Park Infant School.

We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual and emotional abuse, neglect and bullying.

Admission Number

The school has a set Published Admission Number of 60.

This is the number it is obliged to admit into each year group. This number is based upon a capacity assessment, which takes into account the area of teaching and non-teaching space available, ensuring that health and safety are not compromised, nor the quality of teaching and learning in the school adversely affected.

Oversubscription Admissions Criteria In event of the numbers rising sufficiently and resulting in year groups becoming oversubscribed, the priority will be given in the following order:

• Children in public care from the local area (Looked After Children). Definition: A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. A looked after child is 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).

• Children who already have an older sibling in attendance at Stonehouse Park Infant School.

Definition: For the purpose of this admissions policy the term 'sibling' refers to 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, at the time of application

• Children with authenticated medical reasons for attending Stonehouse Park Infant School (supported by a doctor's certificate).

• Proximity of the child's home to the school with those living nearer being accorded the higher priority. The distance will be measured by the shortest safe route.

Note: This refers to the permanent home of the child at 31st January in the year which the child is due to start school. For admission purposes this should be measured in a straight line from the ordnance survey point of the child's home address to the ordnance survey point of the school. Safe routes are only used when assessing transport applications.

Admissions Procedure

Please note that in order to secure a place the parent must complete the Common Application Form and return it to the Admissions Team before the application can be accepted.

In-year applications are all those made outside the normal admissions round for children of compulsory school age i.e. those applications made during the academic year for any school place in Reception through to Year 11.

The Local Authority will no longer be responsible for offering places to children on behalf of all schools/academies, but the Local Authority does maintain the statutory duty of being responsible and aware of all pupils and vacancies within schools/academies within Gloucestershire.

To apply for a place at Stonehouse Park Infant School, parents should therefore contact the school in the first instance. In order to ensure equality of opportunity, places cannot be held indefinitely. There will be no discrimination on grounds of disability.

Appeals In the event of oversubscription, parents of pupils not offered a place will be advised of the appeals procedure by the school.

Waiting Lists

Where any school is oversubscribed during the normal admission round for entry to the school, (i.e. where all children requesting a place at a particular school have not been allocated one), a waiting list will be held until the end of the December term.

The waiting list will be prioritised according to the school's oversubscription criteria, regardless of the date the application was made, and should any places become available at the school they will be offered to the child at the top of the waiting list. Where an in-year application for a school place is unsuccessful, the child's name will be kept on a waiting list for one term only (based on a six term year) and will remain on the list up to the day before the start of the next term only.

Parents who wish their child to be considered for a place in any subsequent terms should contact the School at the beginning of each new term to request that their child remains on the waiting list.

Children with Special Educational Needs Children who have a Statement of Special Educational Needs are placed in schools through the arrangements set out in the SEN Code of Practice and not through any admission criteria.

Governing bodies are required by Section 324 of the Education Act1996 to admit a child with a Statement that names that particular school. Parents of children with Statements of SEN should contact their child's casework officer for any further information.

Children who have a Statement of Special Educational Needs naming a school will be allocated a place even if that school is full

Review Date: September 2020.