



Turvey Primary School - Admissions Policy 2018/19

Turvey Primary School is a 105 place Foundation Status School catering for children within the rising 5 to 11 year range. The governors of Turvey Primary School are responsible for the admissions to the school and will admit 15 children per year group.

If parents wish to request a place for their child at Turvey Primary School they must complete the appropriate application form. For entry into Reception this needs to be via the Local Authority. For entry into all other year groups an in-year application form needs to be completed which is available from the school.

- The catchment area is defined as the civil parish of Turvey.
- We have an annual intake of children in September. All children who are 4 years old on 1st September and have their 5th birthday on or before 31st August the following year are eligible for a full time place in our school.

Registering and admitting 4+ children

- The time scales for the application process are set out in the Starting School Booklet, available with the application form from the Local Authority.

Admission Criteria

In the event of there being more applications than there are places available, the Governors will apply the following criteria in the priority order of categories listed below:

- 1) All 'looked after' children or children who were previously 'looked after' (see definition)
- 2) Pupils living in the catchment area with siblings at the school (see definition)
- 3) Other pupils living in the catchment area
- 4) 'Very exceptional' medical grounds (see definition)
- 5) Other siblings
- 6) Any other children

In the event of there being an over subscription in any one of the five categories, the priority factor in that category will be the geographical proximity to the school measured in a straight line, using a computerised mapping system. Those living closer to the school will receive the higher priority. The distance will be measured from the address point of the pupil's home to the main entrance of the school.

Pupils who have an Education & Health Care Plan (EHCP) for Special Educational Needs are required to be admitted to the school which is named on the EHCP, even if the school is full. Pupils identified for admission through the In-Year Fair Access Protocol will also be admitted if the school is full.

Determined by: Turvey Primary School Governing Body (November 2016)

Appeals/Waiting List

If we have not been able to offer your child a place at Turvey Primary School, you will have the right of appeal to an independent Admissions Appeal Panel. We will place your child's name on a waiting list which has been prioritised according to our admissions criteria. If a place becomes available we will contact you. Waiting lists for the normal year of entry will be maintained until the end of the Autumn Term.

Definitions

'Looked after children'

The Children Act 1989 defines a child who is 'looked after' as a child or young person who is accommodated by the Local Authority (Section 20) or a child or young person who is the subject of a full care order (Section 31) or interim care order (Section 38)

Previously 'looked after' children

A previously 'looked after' child is one who immediately after being 'looked after' became subject to an adoption, residence, or special guardianship order. An 'adoption order' is an order under section 46 of the Adoption and Children Act 2002. A 'residence order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Sibling

A sibling refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or step sister, or the child of the parent/carers partner. In every case the child should be living at the same address. The sibling must be in the school at the time of the application and be likely to remain in the school at the proposed date of admission.

'Very exceptional' medical grounds

'Very exceptional' medical grounds refers to cases where there are exceptional medical reasons which make it essential that a child should attend a particular school and where the preferred school is the only school locally that could meet the child's needs. A medical report from the child's doctor or consultant must be submitted with the application form, setting out valid medical reasons why it is essential for the child to be admitted to the school in question and the difficulties that would be caused if the child had to attend another school. The comments of the Authority's medical officer may be sought to decide whether it is essential for a child to be admitted to the preferred school on medical grounds. Admission on medical grounds cannot be considered where the medical condition relates to that of a parent, brother or sister or other relative/child minder.

Home address

A pupil's home address will be regarded as the address of the parents or guardians with parental responsibility with whom the child normally lives. This will not usually include grandparents, aunts or uncles. When a child spends time with parents at more than one address, the address used to allocate a school place will be the one at which the pupil is ordinarily resident and where the child spends the majority of the school week (Monday to Friday) including nights. If there is a query on the home address, this will be checked against official documentation, e.g. council tax bill, a recent utility bill (gas, electricity or water), a rental agreement, child benefit annual statement or family tax credit information.

