

**St Mary's Church of England Primary Academy**

**DRAFT ADMISSION ARRANGEMENTS**

**2017-2018**

**STOCKS LANE  
BARNSELY  
S75 2DF**

**THE MISSIONARY DIOCESE OF WEST YORKSHIRE AND THE  
DALES**

## ***INTRODUCTION***

The School is a Church Aided School – this means that the members of the Parish Church and the Diocese of West Yorkshire and the Dales have contributed towards the building of the school and continue to care for it, both buildings and people, and the Admission Policy reflects this.

The Governing Body of St Mary's C.E. Primary School is the admissions authority for the school

The admission number for the school is 30.

## ***B DATE OF ADMISSION TO THE SCHOOL***

The Governing Body being the admissions authority for this school, will admit children into school as follows:

- Children whose 5<sup>th</sup> birthday falls between 1<sup>st</sup> September 2011 and 31 August 2012 – full time at the beginning of the Autumn Term

## ***C DEFERRED ENTRY TO THE SCHOOL***

- 1 Where the Governing Body offers a place at this school, a parent who accepts that place can defer entry to school until the term after the child's fifth birthday.
- 2 The deferred place at this school will be held for that child and will not be available to be offered to another child.
- 3 The deferred place must be taken up during the same school year for which the offer of the place was made and accepted.
- 4 Entry to this school cannot be deferred to:
  - a) the next academic year; or
  - b) beyond the beginning of the term following the child's fifth birthday.

## **D OVERSUBSCRIPTION CRITERIA**

Where the number of applications for St Mary's C.E. Primary. School received during the normal admissions round exceeds the standard number of the school [or an admission limit set higher than the standard number] then admission will be determined in accordance with the following priority of admission criteria:

Children who have a statement of special educational need and the school is named as the most appropriate education setting for the child are required to be admitted.

- 1. A ' looked after or previously looked after' child where the LEA deems St Mary's C of E to be the most suitable school for the individual needs of the child.**
- 2. A child who (or whose parent(s)/guardian(s)) regularly attends the church of St Mary's, St Paul's Old Town, or St George's.**
- 3. A child who has a brother or sister (including half, step or adoptive brother or sister) and is attending the school on the proposed date of admission.**
- 4. A child (or whose parent(s)/guardian(s)) who worship(s) regularly in a Christian congregation.**
- 5. Children living nearest the school; the distance to be measured by a straight line between the child's ordinary place of residence and the main entrance to the school building.**

### **NOTES**

1. The child's ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week, including weekends.

2. For the sibling criterion to be applicable, one of the following conditions must exist:

(a) brother and/or sister to be permanently resident at the same address

(b) stepbrother and/or stepsister to be permanently resident at the same address (to include half brothers/sisters)

3. If there are more applications in a particular category than number of places available, the remaining places will be offered to the children whose permanent address is nearest to the school – the distance being calculated by the LEA.

4. Regularly – approximately once per month

5. 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 care functions at the time of making an application to the school.

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).

6. Where the offer of the remaining place in the relevant year group could be made for a number of eligible children resident equi-distant from the school the determination of the single offer will be by Random Allocation.

The Random Allocation will:

- (i) be independently supervised by a representative of the Council Governance Department;
- (ii) take place on a date and at a time notified in advance to the participating parents so that they can attend as witnesses.

## ***E ALLOCATION OF A PLACE AT THE SCHOOL***

- 1 The Local Authority will send to the Governing Body copies of all applications for the school.
- 2 The Governing Body will determine from each application form received whether the child is eligible for admission to the school according to the schools admission criteria.
- 3 The Governing Body will return to the Local Authority a rank order list of all the applications showing eligibility for admission to the school.
- 4 In accordance with the co-ordinated scheme the Authority will make the single offer of a place at the school to those children who are eligible.
- 5 Where the Authority cannot make a single offer for any of the preferences expressed by a parent resident in Barnsley, a place will be allocated to the child at the nearest community or voluntary controlled primary school with places available.
- 6 The criteria for the offer of a single place at a primary, infant or junior school is shown at Annex 1

## ***F LATE APPLICATIONS***

The governing body will deal with any late applications using the Admissions to Schools Guidance whether, they be parents who have moved into the area and were unable to meet the closing date or any other late applications

- 1 Late applications received by the Governing Body from parents who have moved into the area and were unable to meet the closing date will be included in the allocation of places made for the offer day as stipulated in the admissions to schools guidance.
- 2 All other late applications and any under point (1) above received after 16th January 2017 by the Governing Body will be dealt with after the offer day.

## **G WAITING LIST**

- 1 Names of children will be automatically placed on the waiting list for this school, if the parent wishes, when the child has been refused admission.
- 2 A vacancy only arises in the Reception Year when the number of offers to the school falls below the admission number (or a higher admission limit where one has been set).
- 3 The waiting list will be established on the offer day
- 4 The waiting list is determined according to the Governing Body's priority of admission over-subscription criteria.
- 5 Following the offer day should an application be received for the school where the pupil has a higher priority, as determined by the admissions criteria for a place at the school, they will be placed on the list above those with a lower priority.

## **H FALSE INFORMATION**

- 1 Where the Governing Body has made an offer of a place at this school on the basis of a fraudulent or intentionally misleading application from a parent, which has effectively denied a place to a child with a stronger claim to a place at the school, the offer of a place will be withdrawn.
- 2 Where a child starts attending the school on the basis of fraudulent and intentionally misleading information the place may be withdrawn depending on the length of time that the child has been at the school.
- 3 Where a place or an offer has been withdrawn the application will be re-considered and a right of independent appeal offered if the place is refused.

## **I APPLICATIONS OUTSIDE OF THE NORMAL ADMISSIONS ROUND**

### **1. Reception Year**

Where applications are received for admission to school following the offer day they will be dealt with as follows:

- a) single admission to Reception Year where the year group is below the admission number (or higher admission limit where one has been set). **The parent will be offered a place**
- b) single admission to Reception Year where the year group is above the admission number (or higher admission limit where one has been set)
  - (i) where the Governing Body determines that there would not be prejudice to the provision of efficient education or the efficient use of resources by the admission, the parent **will be offered a place**
  - (ii) where the Governing Body determines that there would be prejudice to the provision of efficient education or the efficient use of resources by the admission, the parent **will be refused the offer of a place.**

### **2. Years 1 to 6**

Single admission to Year 1 to 6 where the year group is above the admission number

(or what was the standard number when the year group was the relevant year group Reception).

- i) where the Governing Body determines that there would not be prejudice to the provision of efficient education or the efficient use of resources by the admission, the parent **will be offered a place.**
- ii) where the Governing Body determines that there would be prejudice to the provision of efficient education or the efficient use of resources by the admission, the parent **will be refused the offer of a place.**

The prejudice referred to under (ii) may arise by reason of measures required to be taken in order to ensure compliance with the duty imposed on the Governing Body to comply with the limit on infant class sizes. The limit for KS2 classes will continue to be 34.

### 3. Sibling admissions

- a) Where the respective year groups are below the admission number or former standard number **the parent will be offered a place.**
- b) The respective year groups are above the admission number or former standard number.
  - i) If the Governing Body determines that there would not be prejudice to the provision of efficient education or the efficient use of resources by the admissions, **the parent will be offered a place.**
  - ii) If the Governing Body determines that there would be prejudice to the provision of efficient education or the efficient use of resources by the admissions, **the parent will be refused the offer of places.**
- c) Where one or more of the respective year groups is above the admission number or former standard number and the remainder of the year groups are below, (where the Governing Body determines that family circumstances outweigh the prejudice that would otherwise be caused by any or all of the admissions) **the parent will be offered places.**

## **J APPEALS AGAINST THE GOVERNING BODY'S DECISION TO REFUSE ADMISSION**

- 1 Parents whose children are refused school places for which they have applied by expressing a preference on the common application form have the right to an independent appeal. The right of an independent appeal applies to all preferences expressed and subsequently refused by the Governing Body in accordance with the priority of admission over-subscription criteria.
- 2 Parents who intend to make an appeal against the Governing Body's decision to refuse admission must submit a notice of appeal to:

The Clerk to the Aided Schools Appeals Tribunal  
Church House  
1 South Parade  
WAKEFIELD WF1 1LP Telephone: 01924 371 802

within 21 working days of receiving the refusal letter.

Normally appeal hearings will be held within forty school days of the closing date for receiving the notice of appeal.

## ***K TIMETABLE***

Closing date for Receiving applications	16 January 2017
Offer day	17 April 2017
Appeal completed	June and July 2017