



St Piran's Cross Multi-Academy Trust

Veryan Church of England School



ST PIRAN'S
CROSS
MULTI-ACADEMY TRUST

Admissions Policy

This policy will apply for years 2017/2018

Veryan CE VA school is at the heart of the village of Veryan and gives priority to the children resident in the school's designated area (parishes of Veryan and Ruan).

The Governors are aware of the need to serve both the community and practising Anglicans. To this the end the school is distinctly Christian, socially inclusive and welcoming to families outside the community, as reflected in the Church of England national policy. Admission to this Voluntary Aided School is the responsibility of the Governing Body, constituted in accordance with the instrument of government, and on which the Church, Local Authority (LA), parents and staff are represented.

Admission arrangements

All children will be offered a place in Reception from the beginning of the Autumn term, to correspond with the current CSA (Children's Services Authority) entry system whereby, the government has now made it a legal requirement for all children to be able to be admitted to school full-time in the September of their reception year, but with parents having the right to request part-time or deferred admission until their children are of compulsory school age, although they still cannot defer beyond the summer term of reception year.

*It should be noted that children would not be entitled to free school meals or free home to school transport, if they are admitted earlier than the CSA policy allows.

Parents may also defer entry to the reception year until their child is of statutory school age, in accordance with current Children's Services Authority guidelines, which can be found in the CSA's booklet.

*** Admissions to every year group will be handled by the LA Coordinated Admissions Arrangements. This means that parents will have to apply to the Local Authority in order to make an application. Should more than one application for a place taking the year group over the pupil admission number arrive at the same time, the over-subscription criteria will be applied to prioritise the allocation of places.**

Admissions Timetable

Veryan School has adopted the LA Coordinated Admissions Arrangements. Therefore parents need to complete the Common Application Form in conjunction with support and information in the accompanying booklet 'How to apply for a place in a Primary School in Cornwall'

The CSA (Children's Services Authority) has enabled applications online. If you wish to complete your application in this way school facilities will be available upon booking a request.

The closing date for receipt of the common application form for entry in the next reception year will be as stated in the CSA Booklet

Parents will be notified of the outcome in line with the stated timetable.

Late Applications

Applications, which have a good reason, will be considered with those received by the original closing date in line with the CSA Booklet.

Applications received after the relevant date will be processed as soon as possible in line with the CSA timetable.

P.A.N

The Published Admission Number for our school is 14 children per year group.

Placement of pupils outside the normal age group

Although most children will be admitted to the school with their own age group, from time to time parents seek places outside their normal age group for gifted and talented children or those who have experienced

problems or missed part of the year, often due to ill health. While it would not normally be appropriate for a child to be placed in a year group that is not concurrent with their chronological age, the school will consider these requests carefully, and will make a decision based on the particular circumstances of each case.

Criteria for Oversubscription

If the school is over-subscribed, after admission of pupils with a Statement of Special Educational Needs and Education, Health and Care plans where the school is named in the Statement, priority for admission will be given to those children who meet the criteria set out below, in order. Children with the greatest priority will be offered a place regardless of the ranking of preference of the school. Any governor who is a member of the Appeals Committee may not take part in these proceedings. The admission criteria to be used are the following:

1. Children in care and children who were previously in care but, immediately after being in care became subject to an Adoption, Child arrangement, or Special Guardianship Order.
2. Children who already have siblings^(A) at the school at the time of the proposed date of admission.
3. The children whose home address^(B) is in the designated area
4. Children from practising^(C) Anglican families (as recommended in a letter by a parish priest- please see the definition of 'practising' below giving priority to those at the heart of the Church. No priority will be given to the 'known to the Church' category.) All supporting evidence must be submitted to the school at the time of application.
5. Children from other Christian denominations^(C) (as recommended by ministers following definitions as for criteria D).
6. All other children

(A) 'Siblings' means brothers or sisters. They are defined as children with at least one natural or adoptive parent^(D) in common, living at the same or a different address. Children living in the same household at the same address would also be counted as siblings, regardless of their actual relationship to each other.

(B) Home address: Each child may have one registered address only for the purpose of determining priority for admission and transport entitlement. This address should be the place where the child is normally resident. If there is shared custody of the child or a query is raised regarding the validity of an address, it may be necessary to use the address of the person receiving child benefit for the child in order to make a decision.

(C) (i) *An applicant '**known to the church**' would not be a frequent but probably an occasional worshipper, someone who is perhaps known through a family connection, or one or more of whose family would be involved in some church activity, such as a uniformed or other church organisation.*

(ii) *An applicant '**attached to the church**' would be a regular but not frequent worshipper, by which is meant (for example) one who usually attends a monthly family or church parade service or is regularly involved in a weekday church activity including an element of worship.*

(iii) *An applicant '**at the heart of the church**' would be a regular worshipper. We suggest that this might normally mean one who worships usually twice a month. To accommodate difficult patterns of work and family relationships account should be taken of week-day worship. The worshipper could be the child for whom application is made or one or both parents.*

(D) Parents: A parent is any person who has parental responsibility for or is the legal guardian of the child. Where admission arrangements refer to 'parents attendance at church' it is sufficient for just one parent to attend. 'Family members' include only parents, as defined above, and siblings.

Tie Breaker

In the event of a tie, priority will be given to the child for whom the school is geographically nearer, measured as a straight-line from the centre of the building of the home address to the main school gate (see above definition of home address) using the LA's Geographical Information System GIS.

Appeals

Any parent refused a place for their child, will be advised of their right for appeal.

"The governing body, in partnership with the CSA, will maintain a waiting list for admission to each year group (if necessary) until the end of the summer term 2017. Children will be listed in priority order according to the school's oversubscription criteria, although children who are the subject of a direction by the local authority or who are allocated to the school in accordance with the Fair Access Protocol, will take precedence over any child already on the waiting list."

This policy was amended in light of the new Admissions Code 2014.

Approved by: _____ (Headteacher) Date: __/__/____

Approved by: _____ (Chair of Govs.) Date: __/__/____