

Ings Farm Primary School Admissions Policy

Rationale

Every year the school Governing Body must publish information about its admission arrangements. The information must state the number of children to be admitted to the school and explain how places will be allocated if there are more applications than places at the school. The information should also explain the arrangements for hearing appeals. The Governing Body must consult the LEA about their admission arrangements every year and follow the LEA guidelines.

Entry To Reception

In normal circumstances, a child must be offered a place at the school which the parents prefer, unless the LEA is satisfied that admitting the child would push the number of pupils above that agreed for the school. Currently our planned admission number is 60.

Guidelines

Parents/carers will need general information about a school before they can make their choice. This is to be found in the School Prospectus which is obtainable by request from the school office. It is issued as a matter of course to all parents whose children are new to the school. In the year prior to commencing reception Redcar and Cleveland Borough Council's Education Department write to all parents asking for their preference for a school place. All children who are accepted enter reception at the start of the academic year that their fifth birthday falls in e.g in academic year 2007/8 children whose birthdays fall between 1st September and 31st August. The school, in line with LEA policy, no longer operates a dual entry system where by younger children are admitted in January as well.

Where the number of applicants exceeds the number of places available, the Local Authority has established an order of priority for admission as follows:

1. Children who are in Local Authority Care (Looked After Children)*
2. Children who have a Statement of Special Educational Need
3. Children permanently living in the school's designated area (map available from school office & within school prospectus)
4. Children living outside the school's designated area with a sibling attending the school at the time of admission
5. Children living outside the school's designated area

In the event of a tie-break situation, places will be offered using the criteria listed above in priority order

Transfer from another School

Parents may choose to move their child from another school for a variety of reasons, e.g. moving house, school closure etc. If the reason for moving is a grievance with the previous school the head teacher will encourage parents to resolve the situation. However in cases where parents want a place an offer will be made up until the admission number of 60. If the year group meets this number the governing body and head teacher reserve the right to refuse further applications on a discretionary basis