



### Admissions Policy for 2020/21

Baschurch C.E. Aided Primary School is a "Voluntary Aided" school and, as such, its Governing Body has responsibility for its own admissions. A child is entitled to a full-time place in the September following their fourth birthday, however the parents can defer the date their child is admitted to the school until later in the school year **but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made.** Arrangements can be made for children to attend part-time until later in the school year but not beyond the point they reach compulsory school age. If you would like your child to be admitted to the Reception Year at Baschurch Primary School, application should be made via Shropshire Council's website by the 15<sup>th</sup> January preceding the beginning of the academic year in which your child is due to start school. Alternatively application can be made by telephoning the Schools Admission Team. All applications received by 15<sup>th</sup> January will be considered. Parents will be informed on the 16<sup>th</sup> April if they have been allocated a place for their child. See the table below which sets out the timetable for the 2019/20 year.

<b>Born between</b>	<b>Due to start school</b>	<b>Time to apply by</b>	<b>Allocations made</b>
1.09.15– 31.08.16	September 2020	15 January 2020	16 April 2020

All schools have an admission limit for each year group. The admission number for Reception year will be 25 at this school. Children who have a Statement of Special Educational Need or Education and Health Care Plan (EHCP) which names Baschurch CE Primary School as the appropriate school will be allocated places first after which if applications exceed the admission limit, places will be allocated according to the following criteria in order of priority:

1. a) Looked after Children who are in public care and children who were looked after but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order.<sup>1</sup>  
  
b) Children who appear to the Governors of Baschurch CE (Aided) Primary School to have been in state care outside of England and ceased to be in state care as a result of being adopted.<sup>2</sup>
2. Children with medical or special circumstances. This will only be considered if parents can provide written medical evidence that Baschurch CE Primary School is essential to the medical well-being of their child.
3. Children whose families live inside the designated catchment area and whose parents can demonstrate their commitment to regular and faithful worship<sup>3</sup> in the Church of England by means of a letter from their vicar.
4. Children who live inside the designated catchment area and whose parents can demonstrate their commitment to regular and faithful worship<sup>3</sup> in a Christian church by means of a letter from the priest or minister.
5. Children living in the designated catchment area and who have an older sibling<sup>4</sup> at the school on the date they are due to start.
6. Other children living inside the designated catchment area and whose homes are nearest to the school.

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7. Children whose families live outside the designated catchment area and whose parents can demonstrate their commitment to regular and faithful worship<sup>3</sup> in the Church of England by means of a letter from their vicar.
8. Children who live outside the designated catchment area and whose parents can demonstrate their commitment to regular and faithful worship<sup>3</sup> in a Christian church by means of a letter from the priest or minister.
9. Children living outside the catchment area and who have an older sibling<sup>4</sup> at the school on the day they are due to start and whose homes are nearest to the school-
10. Other children living outside the catchment area and whose homes are nearest to the school.

Parents who opt to defer entry to the term after their child's 5th birthday, will not lose a Reception place which has already been allocated through the applications process. However, where a child's 5th birthday falls in the summer and parents wish to defer entry to the Autumn Term 2019, the child would normally join the school in Year 1, not Reception. In such cases, parents must apply separately for a Year 1 place, which could only be considered for allocation after the summer half-term holiday in 2019, by which time there might not be any places available in the year group.

### Applications for a Different Cohort

Parents may seek a place for their child outside their normal year group, with a different cohort. If this is for a Reception place a formal request to join a different cohort must be made to the admissions team in addition to the application for a school place. Both applications must be made by the closing date (15 January).

To consider requests to join a different cohort, the admissions team will gather together as much information as possible. Information may be provided by the current educational or early years setting, the school(s) named in application, and parents may also submit documentation in support of their request. Consideration will be given to exceptional circumstances in a child's development, medical history and prematurity if applicable. In very exceptional circumstances, an assessment by an educational psychologist may be appropriate. When all the information is collated, the request will be considered by the admission authority. The decision will be made on the individual circumstances of the case and whether it is in the child's best interests to join a different cohort.

If a deferred entry or transfer is approved, the school place application will be withdrawn and parents will need to re-apply the following year. An agreed deferral does not guarantee a place at a school the following year; a fresh application must be considered in terms of oversubscription criteria along with all the other applications received for that year group.

Please contact School Admissions for more information.

### Definitions:

<sup>1</sup> A looked after child is a child who is in the care of a local authority in England, or is being provided with accommodation by a local authority in England in the exercise of their social services functions.

<sup>2</sup> A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

<sup>3</sup> Regular and faithful worship would be defined as attendance at a church service on a Sunday or weekday on at least one occasion per month for at least two years.

<sup>4</sup> A sibling connection is defined as a brother or sister, step-brother or step-sister, half-brother or half-sister, living at the same address as part of the same family unit and of compulsory school age (i.e. 5 – 16 years). Fostered and adopted siblings are also included. Older siblings must be attending the school on the date the younger sibling is due to start there. However, cousins or other relatives who take up residence in a home in order to establish an "in catchment area" address will not be given priority under the sibling criterion.

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For admissions purposes all distances are measured as a straight line distance on a computerised mapping system between the home address and the nearest entrance gate of the relevant school by pinpointing their eastings and northings. The shortest distance being given highest priority. Where two addresses are within the same block of flats, the lowest number of flat nearest to the ground floor will be deemed to be the nearest in distance.

### Tie Breaker:

In the event that two applications are exactly the same after all other criteria have been taken into account a tie breaker will be used. This will be by random allocation and overseen by an independent party not connected with the admissions process.

When an application is made after the closing date we will include it if we can, but no guarantee can be given. Applicants not included in the allocation of places will be kept on a waiting list (to which the admissions criteria apply) until the end of the first week of the admission year.

Parents will be notified of the decision on the allocation of places by Shropshire Council's Admissions Team on behalf of the Governing Body. Should the admission be refused, parents may ask for a review by writing to the Chairman of Governors at the school, who will refer the request to the Governors' Appeals/Review Committee. This Committee will not include the Headteacher and Chairman.

If the application is still unsuccessful, parents will have the right to pursue their case through an Independent Appeals Panel which will be arranged by Shropshire Council. This procedure has been agreed with the Shropshire Local Education Authority and the Lichfield Diocesan Board of Education and is in accordance with the DfE Code of Practice on School Admissions Appeals. The form required for an Appeal can be obtained via the school.

Where parents move into the school's catchment area at a time other than prior to the child starting in Reception, please arrange to visit the school. You will be informed if there are any places available in the child's year group. Application will then need to be made before arrangements can be made for your child to start. If not then parents should follow the procedure set out in the above paragraph.

We will signpost you to Shropshire Council's online publication "Parents' Guide to Education in Shropshire". Please read this carefully as it contains important information about making a preference for primary schools and the need to consider making more than one preference, in case we cannot meet your preference for this school.

For your information, we liaise closely with Shropshire Council's Admissions Team, over the admissions process.

In recent allocation rounds all children within the designated catchment area have been offered a place. Some, but not all, out of area applications have also been successful.

There is no cost associated with the admissions process to any Shropshire LA maintained school.

Date approved: 10/10/2018

Signed:

Headteacher \_\_\_\_\_ C M Williams

Chair \_\_\_\_\_ D Roach

Date for Review October 2019