

Road Primary School



Admissions Policy

ROADE PRIMARY SCHOOL ADMISSIONS POLICY



Aims:

At Roade Primary School we aim:

- To provide a happy, safe and caring place to learn
- To promote excellence, enabling all children to achieve their potential
- To provide our pupils with rich, diverse and enjoyable learning experiences
- To promote and foster self-esteem, motivation and a lifelong love of learning
- To encourage the children to become responsible citizens and to have respect for all
- To work in close partnership with parents, carers and the wider community for the benefit of our children

Aim high and reach for the sky!

Values:

At Roade Primary School we support our children to be:

Resilient
Optimistic
Ambitious
Dedicated
Empathetic

Ethos:

‘A supportive community developing confidence, independence and a love of learning.’

Play your part: We expect all members of the school community to:

- Respect others regardless of race, creed or gender
- Act considerately towards others
- Develop pride in themselves, their appearance, their work and their school
- Respect the rights of others and other people’s property
- Respect each other as individuals but reject anti-social behaviour
- Take personal responsibility for their actions
- Listen to each other
- Help and care for one another
- Be honest, truthful and trustworthy

Transition

Roade Primary School is a two-form entry primary school. This recent journey started in 2016 and subsequently some year groups are bigger and more established than others. We are still a growing school.

Roade Primary School has supported the Local Authority by admitting pupils in to all year groups mid-year and making places available throughout the school. The governors have agreed with the Local Authority to admit 60 pupils for Reception. The school’s standard number is therefore of 30-60 however the growth of the school from 30 to 60 is very difficult to financially manage effectively.

Our commitment to providing school places to local families is continually tested as we admit pupils into all year groups. This has an impact upon class sizes. As classes are deemed-by the senior leadership to be too big for just one class (this can be for a

range of factors including the balance and make-up of the pupils in the class as well as the pure numbers) we consider the **financial capacity** of the school to open another class in that year group. If the school is in a position to afford the additional staffing the school may consider this move. This does mean that in this transitional period there may be the use of mixed age classes until the classes are at a financial number to support single year groups. The governing body acknowledges that in this transitional period of school growth there is some ambiguity. The Local Authority is currently financially supporting the school to grow-if this funding was removed or reduced this would greatly reduce the school capacity for expansion and new admissions would not be permitted if it was felt that additional staffing structural changes would put the school in financial difficulty. These arrangements and admissions criteria are reviewed annually.

When there are more applications than there are places available, the local authority will admit pupils according to the following criteria, which are listed in priority.

Places will be allocated to pupils who have an EHCP that names the school as appropriate provision. When there are more applicants for places than there are places available, priority will be given in the following order:

1. Children in public care or previously looked after but immediately became subject to an adoption, residence or special guardianship order (see definition of children in public care page 186 of this booklet).
2. Children with specific medical and social needs, supported by written evidence from an appropriate professional
3. Pupils who live in the area of Roade with an older brother or sister continuing at the school at the time of admission of the younger child.
4. Pupils who live in the area of Roade
5. Pupils with an older brother or sister continuing at the school at the time of admission of the younger child.
6. Other pupils.

If the admission number is exceeded within criterion (5) priority will be given to those who live furthest from the nearest alternative school. If the admission number is exceeded within any other criterion priority will be given to those who live closest to the school.

Admission Procedure

When we receive a firm admission request and we have a place available:-

- * arrange meeting of parent/pupil with school to find out more about school;
- * confirm offer of place and agree arrangements for admission.

When we receive a firm admission request and the school is full in that particular year:

- * explain the school is full;
- * suggest alternative schools and give contact numbers;
- * refer to LA if appropriate;
- * inform parents of their right to appeal;

All admission requests should be responded to within ten working days.

If a child has an Educational Health Care Plan (EHCP), the parent should be referred to the Admissions office-where this needs to be declared. The head must ensure that parents are aware that children who attend Roade Primary School do not have automatic admission to Elizabeth Woodville School-or indeed any of the other local secondary settings.

Admissions Appeal

Parents who are not offered a school place are entitled to appeal to an independent Admission Appeal Committee under the provisions of the Education Act 1980.

Parents wishing to appeal should complete an Appeals Form available from Northamptonshire County Council, Education Department, and Pupil & Client Services. The form should be returned to Northamptonshire County Council within twenty-one days from the notification of the decision not to admit.

Appendix 1

How places are allocated

Places will be allocated to children who have an Education, Health and Care (EHC) Plan that names the school as appropriate provision.

Oversubscription Criteria

Where there are more applications for the school than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children

2. Children who live in the linked area for the school

4 Proposed WNC admission arrangements for Community and Voluntary Controlled schools – 2023 intakes

3. Children with a sibling continuing at the school at the time of admission of the child

4. Other children

Allocation of places up to Published Admission Number (PAN)

If the PAN is exceeded within any criterion, priority will be given to applicants whose home address is closest to the school.

Tie-breaker

Where two or more applications cannot otherwise be separated, random allocation will be used to decide who is allocated a place.