

# THE MICHAEL SYDDALL C OF E (VA) PRIMARY SCHOOL

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## Admissions Policy 2017/2018

The Michael Syddall School is a Voluntary Aided Church of England Primary School. As a Church School it is committed to maintaining close links with the local parish and the Diocese of Ripon and Leeds. The school welcomes children from other Christian denominations and other faiths. It serves the local community and aims to teach Christian values and standards and to demonstrate them in everyday life.

The school can accommodate up to 252 children within the regulatory conditions set by the Department for Education. The governors will admit up to 36 children of Reception age. The School Admissions Code makes it clear that children with a statement of special educational needs is not an oversubscription criterion. Our governing body will admit a child with a statement of special educational needs that names our school.

Where there are more applications than places available, places will be allocated according to the following oversubscription priorities:

1. Priority will be given to any 'looked after' child whose carer preferences The Michael Syddall Church of England Primary School. Children who have been adopted from local authority care, children with a residency order and those with special guardianship immediately following being looked after will all be included within this the higher priority.
2. Children with special social or medical reasons for admission. \* supporting written evidence will be required from the appropriate registered health professional. Evidence to clearly outline why our school is the most suitable school.
3. Children who reside in the parish of Catterick with Tunstall. (Please see 'residence' in the definitions section of this policy).
4. Children who reside in the ancient parish of Scotton, Colburn, Hipswell and Scorton. Please refer to the map attached to this policy.
5. Brothers and sisters of children, permanently living at the same address, who will be on roll at the expected time of admission.
6. Any child from a practising Christian family on the recommendation of their priest /minister.
7. Any other children.

### **Tie Breaker**

The Governing Body will determine admissions if the Maximum Admission Limit is reached part way through an over-subscription criterion by the distance from home to the nearest school.

### **Admission Date**

It is the policy of the Governors to admit all children full-time at the beginning of the Autumn Term of the academic year during which they reach their fifth birthday. Parents may register an expression of interest in the school for younger children but applications must be made on the Common Preference Form for the appropriate year of admission.

### **Admission of Children below Statutory School Age**

Children will be admitted into Reception at The Michael Syddall Church of England Voluntary Aided Primary School in the September after their fourth birthday. Parents may request that the date their child is admitted to the school is deferred until later in the same school year or until the child reaches compulsory school age in that school.

Parents may request that their child attends part-time until the child reaches compulsory school age. Requests for a child to start school on a part-time basis or to defer the start date until they reach compulsory school age should be addressed to the Headteacher. Compulsory school age is the beginning of term following the child's fifth birthday.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year for which the application was made. It should be noted, however, that such children will only be allowed to start at the beginning of a term. Parents may not defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the beginning of the summer term of the school year for which the original application was accepted.

### **Admissions Procedure**

Parents must complete a Common Application Form available from the Local Authority (LA) or the school. We will send this to parents of children on our Admission List. The LA will notify parents on our behalf as to whether or not their application has been successful on the national offer date of 16 April or the nearest working day if this is a weekend.

### **Appeals**

Appeals against the governors' decision not to offer a place must be lodged by the parents, in writing, with the Committee Services Unit at North Yorkshire County Council, within 14 days of the parents receiving notice that their child will not be offered a place. These appeals will be considered by an Independent Appeal Panel and the parents notified, in writing, of their decision.

### **Waiting List**

Where a child is refused an offer of a place in school, the parents may request that the child's name be placed on the school's waiting list. The waiting list will be maintained for the remainder of the academic year for which the application was made. Waiting lists will be maintained in order of oversubscription priorities.

### **Familiarisation Programme**

There is a familiarisation programme arranged for children and parents in the summer term before the start of the academic year. Parents of prospective pupils are warmly invited to make an appointment to visit school.

### **Definitions**

**'Brothers and sisters'**: a child who permanently lives at the same address as a brother/sister, half brother/sister, adopted brother/sister or step brother/sister who will be attending the school on the date of admission.

**'Residence'**: Children living within the designated area served by the school, initially the parish of Catterick and Tunstall, then the ancient parish of Scotton, Colburn, Hipswell and Scorton. A map showing these boundaries is attached to this policy.

**'Practising Christian family'**: family who is involved in worship at a recognised local Christian church, requiring a Christian environment for their child's education, and able to produce a supporting letter from their priest/minister.

March 2016