

THE MICHAEL SYDDALL C OF E (VA) PRIMARY SCHOOL

Noels Court, Mowbray Road, Catterick Village, Richmond, DL10 7LB
Telephone: 01748 818485
Email: admin@michael-syddall.n-yorks.sch.uk



Admissions Policy 2026/2027

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 (PAN 36). The School Admissions Code makes it clear that children with an Education Health Care Plan 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 Child Arrangement 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 at the end 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. Children or one or both parents/guardians attend a Christian Church. Please complete the supplementary information form at the end of this document and return to the school, if you are applying under this criteria. It is the parents/guardian's responsibility to ensure the school has received this at the same time as the application form is received by the local authority.
7. Any other children.

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 at the end of this policy.

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.

All distance measurements are based on the nearest route recognised by North Yorkshire school admissions team's electronic mapping system from a child's home address to school. The measurement is made from a fixed point within the dwelling, as identified by Ordnance Survey, to the nearest school entrance using footpaths and roads. The routes measured to determine the allocation of school places will be those recognised by the electronic mapping system used by the admissions team, and no other mapping system.

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.

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) <https://www.northyorks.gov.uk/education-and-learning/school-admissions>. 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.

Map showing the boundary of the parish of Catterick with Tunstall



SUPPLEMENTARY INFORMATION FORM FOR ADMISSIONS TO THE MICHAEL SYDDALL CHURCH OF ENGLAND AIDED PRIMARY SCHOOL

**THIS FORM ONLY NEEDS TO BE COMPLETED IF YOU WANT YOUR APPLICATION TO BE
CONSIDERED UNDER CRITERIA 6 OF THE SCHOOL'S ADMISSIONS POLICY.**

The Michael Syddall Church of England Voluntary Aided Primary School. The School is designated as a school with a Religious Character and as such is permitted to give application preference to members of a particular faith or denomination.

The purpose of the Supplementary Information Form (SIF) is to verify attendance with a Christian church of the child applying for a place at The Michael Syddall Church of England Primary School.

I/We (names)	
Address	
Parent(s) / Guardians of (insert Child's name and date of birth)	

Please answer the following:	
Why do you wish your child to attend this school?	
Parental Signature(s)	Please print your name(s)
Date	

Please return to School **by 15 January 2026** if applying for a place in Reception Year 2026.