

Marsworth CE Infant School



ADMISSIONS POLICY FOR RECEPTION YEAR ARRANGEMENTS FOR THE ACADEMIC YEAR 2019/2020

This document incorporates the present admission policy for Marsworth Church of England Infant School. It sets out the criteria that the Governors will adopt in determining the admission of children to the School, and the Appeals procedure if such child or children is not offered a place. The Buckinghamshire County Council Admissions Guide for Parents will be issued to Parents on contact with the school.

In this document the following words or phrases have the following meanings:

'The School'	the Marsworth Church of England Infant School, Vicarage Road, Marsworth
'The Head'	the Headteacher for the time being of the school
'The Governors'	the Governing Body for the time being of the school.
'Next School Year'	year commencing in the September of each year
'The School Year'	the current school year having commenced in September
'Parents'	this is defined in law (the Education Act 1996) as either:

- any person who has 'parental responsibility' for the child or young person (defined in Children Act 1989); or
- Any person who has care of the child or young person

'Statutory School Age' the term immediately following your child's fifth birthday

'Home Address' we mean your child's normal home address at the time you make your application for a place

'Sibling' by sibling we mean a brother or sister of the whole or half-blood or any other child (including an adopted child) who permanently resides at the same address and for whom the parent/carer has parental responsibility.

Marsworth School values highly its Christian ethos, its close links with local churches and the Diocese of Oxford. We provide a distinctively Christian, yet inclusive, environment in which each child is motivated to acquire skills for life and a love of learning. As a church school, we welcome applications from Christian families, and those of other faiths or none. We ask all parents applying for a place at our school to respect this ethos and its importance to the whole school community.

The governors have made every effort to ensure that these arrangements comply with the School Admissions Code 2014 and all relevant legislation, including that on infant class sizes and equal opportunities.

Admission Policy

The number of intended Admissions for entry to the Reception Year in 2019 is 15 (the Published Admission Number or PAN) Years 1 and 2 also have 15 places. At our school, pupils are admitted to the Reception Year at the beginning of the school year (1 September - 31 August) in which they reach their fifth birthday. Parents whose children were born between 1 September 2014 and 31 August 2015 may apply for them to be admitted to the Reception Year in September 2019. Parents of a child whose fifth birthday falls between 1 September 2019 and 31 March 2020 may request that their child is not admitted until later in the school year 2019/20 (no later than the term [using three term year] after the child's fifth birthday, when s/he reaches compulsory school age). The school will hold any deferred place for the child, although, in the majority of cases, we find that children benefit from starting at the beginning of the school year, rather than part way through it.

For children whose fifth birthday falls between 1 April 2020 and 31 August 2020, parents who do not wish them to start school in school year 2019-20, but to be admitted in September 2020 for school year 2020-21, should discuss this with the school at an early stage. They may decide not to apply for a Reception place in the school but to apply in the second half of the summer term 2020 for a Year 1 place in September 2020. Parents should be aware that the Year 1 group may have no vacancies as it could be full with children transferring from the 2019-20 Reception Year group. Alternatively, they may decide to apply in the normal round (no later than 15 January 2020) for a Reception Year place in September 2020, but would need to provide strong supporting reasons for seeking a place outside the normal year group.

All parents will need to fill in the Common Application Form issued online by the local authority where they live (the home LA), which may not be Buckinghamshire. If you are applying for a place on religious, medical or social grounds you will also need to complete a Supplementary Form which can be obtained from the school. This Supplementary Form should be returned direct to the school. All forms need to be returned by 15 January 2019.

Places will be allocated on the basis of applications received by the date shown in the home LA guide prior to the start of the school year in which the child becomes five.

Children with statements of special educational need naming the school will always be admitted. In the event of there being more applications than places available, then places are allocated in accordance with the following oversubscription rules.

In the event of full capacity being reached within a criterion, then the guidance as specified in the tie breaker will be applied.

- 1) Looked-after children and children who were previously looked after, but ceased to be so because, immediately after being looked after, they became subject to an adoption, child arrangements or special guardianship order."

"Note: By a "looked-after child" we mean one in the care of a local authority or being provided with accommodation by a local authority in the exercise of its social services function. An adoption order is one made under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46). A 'child arrangements order is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the Children and Families Act 2014, Section 14). A 'special guardianship order' is one appointing one or more individuals to be a child's special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order)."

- 2) Children (or a parent) who have exceptional medical or social needs that make it essential that they attend Marsworth School rather than any other. These needs must be fully supported by written evidence from the appropriate professional person involved with the family.
- 3) Children who currently live within the catchment area as marked on the map attached.
- 4) Children with a sibling on roll at the school at the time of application and who is expected still to be in attendance at the time of entry.
- 5) Children living outside the catchment area as marked on the map attached who have been offered and accepted a place in the Marsworth CE Infant School Nursery Class for the Spring, Summer or Autumn term 2019.
- 6) Children whose parents have expressed a denominational preference for a Church of England school supported by evidence that at least one parent has been a regular worshipper (an average of at least twice a month) at an Anglican church over the year preceding the application. Evidence will be sought by requesting the priest or minister to complete a supplementary form available from the School Office.
- 7) Other children.

Proximity of the child's home, as measured by the straight line distance (See Note 6) between the home and the school with those living nearer being accorded the higher priority, will serve to differentiate between children in criteria 1 to 6 should the need arise. In the event that two distance measurements are identical, the school will use random allocation to decide which child should be offered the place. The process will be conducted in the presence of a person independent of the school.

Applications received before the deadline will be looked at first. Late applications will only be considered if there are any places left.

Entry to the Reception class is not automatic for those in the Nursery class.

In Year Applications

In year applications for all year groups will be administered by the School and the LA will be kept informed. The school participates in the Buckinghamshire Fair Access Protocol

Multiple Births

In the event that there is only one place remaining, and the next applicant is one of a twin, triplet, etc, our policy is to extend the class as permitted by the Infant Class size exceptions.

Admission of children to year groups other than the normal for their age

Requests from parents for places outside a normal age group will be considered carefully e.g. for those who have missed education due to ill health. Each case will be considered on its own merits and circumstances. However, cases will not normally be agreed without a consensus that to do so would be in the pupil's interests. The governors will ask relevant professionals for their opinion on the case. Those refused places outside the normal age group will be informed of their statutory right to appeal.

Waiting List Policy

When the school or the relevant year group reaches its maximum admission number, children will be placed on a waiting list in priority order. Children with a Statement of Special Educational Need or with an Education, Health and Care (EHC) plan naming Marsworth School will always be offered places. If there is then greater demand for admission than there are places available, the following criteria will be applied in the order set out above.

No child will be refused a place because of gender, race, religious belief, academic ability or aptitude.

Appeals

There are established arrangements for appeals against non-admission, run by the Diocese. Details are available from the school upon request.

It should be noted that in the event of an unsuccessful appeal against non-admission to the school, the school does not consider any further application in the same school year unless there is a major change in circumstances.

Applications in the Previous Year

For entry to the Reception Year in 2017 we received a total of 9 applications, all of which were successful. The children were admitted under the following criteria:

Criterion 4 (Catchment)	3
Criterion 5 (Sibling)	1
Criterion 7 (Other)	5

We are usually able to accommodate all the children who live within our catchment area.

For further details please contact:

The Admissions Secretary
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Bucks
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