

# Marsworth CE Infant School/



## MARSWORTH CE INFANT NURSERY CLASS ADMISSIONS POLICY ARRANGEMENTS FOR THE SPRING, SUMMER TERMS 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 Nursery Class, and the Complaints Policy if such child or children is not offered a place. The Buckinghamshire Primary Admissions Guide for Parents Admission booklet 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'	a parent is any person who has parental responsibility for or is the legal guardian of the child.
'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'	sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

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 to the Nursery Class for each Academic year will be 15. The earliest time that a child can join the Nursery Class is the term after their fourth birthday, i.e. they must have had their fourth birthday before the first day of the following term. The Governors will in no circumstances consider an application for earlier admission.

All parents will need to fill in the Nursery Admission Form which can be obtained from the school. If you are applying for a place on religious, medical or social grounds you will also need to complete a Supplementary Form, which is available from the school. The deadline for returning forms to the school is the 1<sup>st</sup> December 2018.

Places will be allocated on the basis of applications received by the 1<sup>st</sup> December 2018. Offers of a place will be made a week after the closing date. Parents/Carers will be given 14 days in which to accept an offer in writing. Please be aware that this offer is for a Nursery place only, and does not guarantee a full-time place at Marsworth School. You will receive a further letter from Buckinghamshire County Council in April 2019 informing you of the decision regarding your application for a full time place.

Children with Statements of Educational Needs naming the school will always be admitted.

In the event of the admission number being reached part way through a criterion a decision will be decided on distance measured by the LA system.

Places are then allocated in accordance with the following oversubscription rules:

In the event of full capacity being reached within a criteria, then the guidance as specified in criteria 6 will be applied.

- 1) Children in care.
- 2) Children with exceptional medical or social needs, supported by written evidence from a doctor, social worker, education welfare officer or other appropriate person. The Governors would also expect to receive information as to why the school is the most suitable, and the difficulties that would be caused by travelling to another school.
- 3) Children who currently live within the catchment area as marked on the map attached.
- 4) Siblings of pupils currently on roll at the school at time of entry to the nursery class.
- 5) 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 past year. Evidence will be sought by requesting the priest or minister to complete a supplementary form available from the School Office.
- 6) Once the above criteria have been applied, then further places, if available, will be awarded according to the shortest straightline distance between a family's front door and the school entrance gate on Vicarage Road, Marsworth.

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

### Casual Admissions Policy

Admission at times other than main entry will follow the same criteria as other applications.

### Waiting List Policy

When the school or the relevant year group reach its maximum admission number, children will be placed on a waiting list in priority order, to the above criteria.

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

There is no right of appeal but any complaints about a refusal would be dealt with under the school's complaints policy. Details are available from the school upon request.

For further details please contact:

The Admissions Secretary  
Marsworth C of E Infant School  
Vicarage Road  
Marsworth  
Bucks  
HP23 4LT  
Tel: 01296 668440