

Alverthorpe St. Paul's CE (VA) Junior and Infant School

Admissions Policy



2011 – 2012

Admissions' Policy For Full-Time Places Only

Alverthorpe St. Paul's Junior and Infant School is a Church Aided School, which means that members of St. Paul's Church and the Diocese of Wakefield have contributed towards the building of the school and its maintenance over many years. All admissions are controlled by the governors, in accordance with the policy described below:

The term in which children are admitted to full-time school depends on their date of birth. Date of entry is as follows:

	Term of full-time admission
1 st September 2006 – 31 st March 2006	September 2011
1 st April 2007 – 31 st August 2007	January 2012

Applications for the Reception Year.

The Governing Body has responsibility for admissions to this school and intends to admit 36 pupils to Reception in the school year which begins September 2011.

If you would like to visit the school before deciding whether to enrol your child, please call in or telephone (01924 303725), and arrangements will be made for you to see the school at work.

Admission Procedures

The Annual Admission Number for admission to the Reception class in the school year commencing 1st September 2011 will be 36 children. This follows consultation between the Governing Body, the Diocesan Board of Education, Local Authority and other admissions authorities in the area. The Governing Body will not place any restriction on admissions to this year group unless the number of children for whom admission is sought exceeds this number. By law, no infant class may contain more than thirty children.

The Local Authority operates a co-ordinated admissions scheme and administers a system of equal preferences under which all applications are considered equally and the school's governing body allocates the available places in accordance with its published admissions policy. In the event that there are more applications than places available, the governing body will allocate places using the following criteria, which are listed in order of priority.

Special Educational Needs

The School will admit children with statements of Special Educational Needs in which the **School** is named on the Statement.

Over-subscription Criteria

If there are more applications for admission to the school than there are places available, governors have decided that they will give preference to the children in the order given below.

1. 'Looked after Children' (A child who is looked after by the Local Authority in accordance with Section 22 of the Children Act 1989).
2. Children whose parents or carers are members of St Paul's Church and whose names are entered on the church electoral roll.

*A 'Supplementary Information Form' (SIF) to provide confirmation of Christian commitment is available from the school. The form should be signed by the Vicar, Rector, Priest in Charge, etc. During an interregnum the form should be signed by a Churchwarden. . **Failure to complete this form may affect the oversubscription criteria in which your child is placed.***

3. Children who live within the LA catchment area for the school and who have brothers or sisters (this includes step-brother(s)/sister(s) and half-brother(s)/sister(s)) attending the school at the proposed date of admission
4. Children who live within the LA catchment area for the school.
5. Children who have a brother or sister (this includes step brother(s)/sister(s) and half-brother(s)/sister(s)) at school and who live outside the LA catchment area attending the school at the proposed date of admission
6. Church going families from other churches who want a Church of England based education for their child(ren)

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7. Other children, with priority being given to those living nearest to the school. The distance measured will be from the central (centroid) point of applicant's property to the central (centroid) point of the school's ground. Measurement will be made using the LA's in-house and mapping software.

Notes:

- (a) "Live" means the permanent address of the child.
- (b) Preference will be given within each category to those children who live nearest to the school. The distance measured will be from the central (centroid) point of applicant's property to the central (centroid) point of the school's ground. Measurement will be made using the LA's in-house and mapping software.
 - (ii) The closing date for application for full-time admission to the school is the 15 January 2011. The Common Application Form must be returned to the LA by this date and the Supplementary Information Form to the

school by this date. Due to co-ordination, the LA will inform parents in writing on 11 April 2011 whether or not their application has been successful

- (c) If the governors are unable to offer a place in the reception year for your child you will be told how to appeal against this decision, if you wish to do so.
- (d) Further information can be obtained from the school office.

Waiting List

Parents who wish their child's name to be put on the waiting list must inform the school in writing. Any place that becomes available will be allocated according to the school's over-subscription criteria, with no account being taken to the length of time that the child's name has been on the list.

Appeals

Where the governors are unable to offer a place because the school is over subscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002.

Parents who intend to make an appeal against the Governing Body's decision to refuse admission must submit a note of appeal within twenty one days of receiving the refusal letter to:

The Clerk to Aided School Appeal Panel
Wakefield Diocesan Board of Education
Church House
1 South Parade
Wakefield
WF1 1LP
Telephone Number 01924 371802

Normally appeal hearings will be held within six weeks of the closing date for receiving the notice of appeal.

If your child is refused a place in Reception or Key Stage 1 because of Government limits on Infant class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was one which in the circumstances no reasonable Governing Body would have made, or that your child would have been offered a place if the governors' admissions arrangements had been properly implemented.

Please note that this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school.