

**School Policy**

## **Admissions Policy**

**March 2016, Issue 3**

Document Number: AP-01



## Document Approval

This document was reviewed and approved by the Governing Body as appropriate and effective.

Signed: \_\_\_\_\_

*If this is one of the 2 official copies the Approver shall write "Copy 1" or "Copy 2" and initial here:*

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

## Document Review

The Governing Body will review this policy to ensure that it is appropriate and effective whenever necessary, and not less than once every four years.

## Document Control

There is a controlled copy of this document in the Policies File in the Junior Building.

## Document History

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Issue	Description of Change	Author	Checked	Date
A	Initial for review by the Policy Work Group	JRE	SB	8-04-07
1.0	Approved by Governors	AH	SB	21-5-07
2	Updated by J Briggs	JB		12.3.12
3	Updated by J Briggs	JB	CPS	March 16

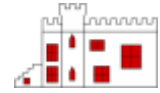
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## **1 Introduction**

- 1.1 Our governing body applies the regulations on admissions fairly and equally to all those who wish to attend this school.

## **2 Aims**

- 2.1 We seek to be an inclusive school, welcoming children from all backgrounds and abilities.
- 2.2 All applications will be treated on merit, and in a sensitive manner.
- 2.3 The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not. It is our wish for parents to find a place for their child at the school of their choice. However, this is not always possible, due to excess demand on the places available.
- 2.4 A child's level of ability is irrelevant to this school's admissions policy, as are any special needs the child may have.

## **3 Applications to Our School**

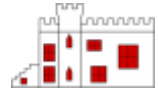
- 3.1 Our school is a community school and, by law, we determine our admissions arrangements in agreement with the Admissions Authority for our school.
- 3.2 The Admissions Authority for our school is North Yorkshire County Council; the Local Authority publishes its entry regulations every year. Parents can receive a copy of these regulations directly from them. More details are available on their website <http://www.northyorks.gov.uk/>.
- 3.3 The Local Authority's annual admissions prospectus informs parents how to apply for a place at the school of their choice. Parents have a right to express their preference, but this does not, in itself, guarantee a place at that particular school.
- 3.4 Further details of the application process are contained in our prospectus or are available directly from the Local Authority.

## **4 Admissions Appeals**

- 4.1 If we do not offer a child a place at this school, this will be because to do so would prejudice the education of other children by allowing the number of children in the school to increase too much.
- 4.2 If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent panel considers all such appeals, and its decision is binding for all parties concerned.
- 4.3 If the appeals panel decides that we should admit a child to whom we had refused a place, then we will accept this decision and continue to do all we can to provide the best education for all the children at our school. Further details of appeal arrangements are set out in the revised Code of Practice on School Admissions Appeals, which comes into force in September 2004.

## **5 The Planned Admission Number**

- 5.1 The Planned Admission Number PAN is the number of children the LA considers the school can accommodate. The PAN for our school is 49; 7 year groups, each containing 7 children.
- 5.2 We keep this number under review, and the governors will apply to change the number if and when circumstances change.



## **6 Infant Class Size**

- 6.1 We teach infant children (rising fives to seven) in a class that has a maximum number of 24 children.

## **7 Monitoring and Review**

- 7.1 In monitoring and reviewing this policy, the Governors will take due note of guidance provided by the local Admissions Forum.