



St Peter's Methodist Primary School

Admissions Policy

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Admissions Policy

This policy sets out the arrangements for admission to St Peter's Methodist Primary School. The Governing Body of the school ensures that the implementation of this policy reflects the school's Inclusion policy and promotes equality of opportunity for all pupils and families regardless of their sexual orientation, race, religion or disability.

The School Standard and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This policy conforms to the regulations that are set out in that Act and that are also further explained in the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice.

Aims and Objectives

We are an inclusive school that welcomes children from all backgrounds and abilities.

Our published admissions number is 30 places for children joining the school in the reception class in the September of the academic year in which they become five. If the number of children applying for entry exceeds the places available, we comply with the procedure set out by the Local Authority in order to determine whether a child is accepted or not.

Places are offered in accordance with the following criteria:

1. Looked after children or children previously looked after by the Local Authority.
2. Current Family Association - a brother or sister in the same school at the time of entry where the family continue to live at the same address as when the sibling was admitted – or – if they have moved – live within 2 miles of the school, or have moved to a property that is nearer to the school than the previous property as defined by the 'Nearness' criterion' (Measured by KCC).
3. Health and special access reasons. Evidence will be required to demonstrate that St Peter's Methodist Primary School is the only school that can accommodate the child's or parent's needs.
4. Nearness to the school. In a tie-breaker situation the nearness of an applicant's home to the school will be the decider. If in the event more than one applicant has the same distance from home (measured by the Local Authority), then a random selection will be applied.

How parents can apply for their child to be admitted to our school

The school determines the admission arrangements in agreement with the Local Authority (LA). The LA is, therefore, the 'Admissions Authority' for our school.

Children enter Early Years Foundation Stage (Reception Class) in the academic year in which they become five. All children are admitted in early September (ie at the start of the school year). Therefore, parents who would like their child to be admitted to this school during the year their child is five should ensure that they complete the necessary application form, either online at www.kent.gov.uk/ola or by using a standard paper form known as the Reception Common Application form (RCAF) by the closing date set by the LA.

Parents have the opportunity to visit the school with their children during the open days in the autumn term before the application forms have to be completed. They can then see the school in operation.

Transition Arrangements

During the summer term new entrants and their parents are invited to a range of transition events that include a parent meeting, nursery visits, stay and play sessions and a home visit. This enables children to meet their new friends as well as their teacher and teaching assistants in the Early Years Foundation Stage class.

Deferring first-time admission or delaying entry

When a child's parents are notified of the allocation of a place they can request deferment of their child's admission. At St Peter's Methodist Primary School we will agree to deferment to later in the school year ie start of the summer term or until the child reaches compulsory school age in that year. Parents can also request that their child attends part-time until they reach compulsory school age. Parents cannot, however, defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted. The place at the school will be held open for the child until entry and not made available to another child. For summer born children if the place is not taken up by the start of the summer term then a fresh application will need to be submitted, usually for entry into Year 1, as the admissions application is only valid for the academic year in which the application was made.

Exceptionally, parents of summer-born children, that is, those children born from 1st April to 31st August, can request delayed admission; that is, they may request that they are admitted out of the normal age group to Reception, rather than Year 1 following their fifth birthday. If such a parent requests admission to Reception and not Year 1 all relevant factors will be considered in accepting the request. St Peter's Methodist Primary School is, however, an inclusive school and would normally consider that we could meet the needs of all our pupils in their designated year group. Parents would be expected to provide strong evidence to show that admission to Reception was in the child's best interests. Parents seeking to delay their child's admission should arrange to meet the Headteacher to discuss this request as early as possible. Should such a request be agreed, an application will need to be made in the normal way and that application processed as part of the main admission round and on the basis of determined admission arrangements.

Infant Class Size

We teach infant children (aged five to seven) in classes that have a maximum number of 30 children, unless the school has been instructed by the LA to take pupils above our published admission number for that year.

In-Year Admissions

The school operates within Local Authority procedures for in-year admissions. Parents who are interested in moving their child to this school at a time other than the usual admission time in September of the Reception year are welcome to make an appointment to view the school and complete the In Year Common Application Form (IYCAF).

Waiting Lists

The school maintains waiting lists for those children who are not offered a place, and parents can ask for their child's name to be added to the waiting list. The order of priority on the waiting list is the same as the list of criteria for over-subscription, and does not depend on the date on which the application is received. No account is taken of length of time on the waiting list. The school periodically seeks confirmation that parents wish a child to be kept on the waiting list.