

Penshurst Church of England (Aided) Primary School

Admissions Policy

2018/19

Signed..... Date.....
(Chair of Governors)

Signed..... Date:.....
(Headteacher)

The published admission number is 15 children who will start school in the September of the school year that they become five. The school year runs from 1 September to 31 August. Children who have an Educational, Health and Care Plan (EHCP) and who name the school take priority over all other admission criteria, as required by the DfE in the School Admissions Code.

As a Church of England Aided School, the Governing Body is the admissions authority, not the LA, and therefore has its own over-subscription criteria. In the event of there being more applications than places available, the Governing Body will apply selection criteria in the following order (highest priority first):

1. Looked-After and previously Looked-After children.
2. Children whose permanent residence is within the ecclesiastical parish of Penshurst.
3. Children with siblings who will be in the school at the time of entry.
4. Children whose permanent residence is in the ecclesiastical parishes of Fordcombe, Chiddingstone, Sevenoaks Weald, Leigh, Bidborough or Speldhurst.
5. Children whose parents express a denominational preference for a Church of England school.
6. All others.

If there is an oversubscription within any of these categories, applicants will be prioritised in order of the proximity of their permanent residence to the School in accordance with KCC's Admission Guidelines.

Every time a child is added to the school's Waiting List, the list will be re-ranked in line with the published over-subscription criteria.

After a place has been offered the school reserves the right to withdraw the place in the following circumstances:

1. when a parent has failed to respond to an offer within a responsible time; or
2. when a parent has failed to notify the school of important changes to application information; or
3. when the admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

Parents will be informed whether their child has a place at the school in line with the LA admission procedure for 2018/19.

Please note:

- Although parents may wish to defer their child's school place until the start of the term in which they reach compulsory school age we do have the facilities to admit these children at the beginning of the academic year in which their birthday falls.

- Parents of Reception age children have the right to defer their entry or to take up the place part-time, until the term in which the child reaches compulsory school age.
- Parents who wish to admit their child outside of the normal year group for their age, for a specific reason, should write a letter to the school to accompany their application.
- Before the application of oversubscription criteria, children with an EHCP who name the school will be admitted. As a result of this the published admissions number will be reduced accordingly.
- Looked After Children are defined as a child under the age of 18 years for whom the local authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is the subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order. (As defined by Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989).
- Criterion 2 refers to the ecclesiastical parish of Penshurst, not the civil parish; for example, it does not include Fordcombe or Walter's Green. A map giving details of the ecclesiastical parish boundaries may be obtained from the school and is attached below.
- Siblings are defined as children who live as brother and sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers or sisters in line with Kent County Council's Admission to Primary Schools booklet. The sibling link is maintained as long as the family live at the same address as when the first child applied, or has moved closer to the school than when the first child was offered a place, or has moved to an address that is less than 2 miles from the school using the distance measured by the method outlined in the distance/nearness of children's home to school criterion.
- We use the distance between the child's permanent home address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody. A child's home address is considered to be a residential property that is the child's only or main residence and not an address at which your child might sometimes stay or sleep due to your own domestic or special arrangements. The address must be the pupil's home address on the day you completed your application form which is either
 - owned by the child's parents or guardian, or
 - leased to or rented by the child's parent, parents or guardian under a lease or written rental agreement.

If you live separately from your partner but share responsibility for your child, and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of weekdays.

A block of flats has a single address point reference, so applicants living in the same block will be regarded as living the same distance away from the school. In the unlikely event that two or more children live in the same block and in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide when child should be given the place.

- In the event that a tie breaker situation the nearness of an applicant's home to school will be the decider. If in the event more than one applicant has the same distance from home to school (as measured by the local authority) then a random selection will be applied.

Deanery of Tonbridge



Penshurst: St John the Baptist

