

**Our school Christian Values: Respect, Self-
worth/Perseverance, Love, Kindness, Forgiveness**

ADMISSIONS POLICY – WITTERSHAM CEP SCHOOL 2021

Children are admitted into school during the academic year that they reach the age of 5. The academic year runs from September - August. Those who are 5 during the period September to March may begin school in September. Although we prefer to have one intake in September, those children who have March to August birthdays may begin school in January if they wish or defer their child's place until the start of the term following their fifth birthday.

Deferred Entry: In line with Section 2.17 of the Admissions Code parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to Reception rather than Year 1. Parents should write to the headteacher with their request, in the first instance.

The Published Admissions Number for entry to Year R is 20. Before the application of oversubscription criteria, children with a statement of special educational need which names Wittersham School will be admitted. As a result of this the published admissions number will be reduced accordingly. Remaining places will be allocated in rank order based on the over subscription criteria below. In the unlikely event that two or more children in all others have equal eligibility for the last available place at the school the names will be issued a number and drawn randomly to decide which child should be given the place. Governors will apply the following criteria in the order set out below.

1. **Children in Local Authority Care** – 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)
2. **Children with a church affiliation providing Wittersham is their closest Church Aided School** - In order for parents to meet the Church affiliation at least one member of the family must have attended church on at least a monthly basis for a period of not less than one year. The supplementary form for Admissions should include statement from Rector/Vicar or Minister to confirm church attendance
3. **Children with siblings at the school at the time of entry** - Children who live as brothers and sisters in the same house including natural brothers or sisters, adopted siblings, step-brothers or sisters and foster brothers or sisters. The sibling link is maintained as long as the family live at the same address as when the first child applied, or have 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.
4. **Nearness of children's homes to school** - 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 pupil'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 and which is either owned by the child's parent, parents of 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.

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 reasonable time; or
2. When a parent has failed to notify the school of important changes to the application information; or
3. The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

Waiting List: If there is no place available for a child for whom an application has been received, the child's name will, at the request of the parents, be added to the school's Waiting List for a maximum period of six months from the date of initial refusal. If a place subsequently becomes available at Wittersham CEP School the child to be offered the place will be selected in accordance with the over subscription criteria above. Each time a child is added the school's Waiting List will be re-ranked in line with the published over subscription criteria.

SUPPLEMENTARY FORM FOR ADMISSION 2021

Governor's Admission Criteria to Wittersham CEP School

Please complete and return to:

The Headteacher
Wittersham CEP School
The Street
Wittersham
Tenterden
TN30 7EA

In respect of an application for admission to the School.

- *For completion by parent/guardian*

Name of child _____

Date of Birth _____

Name of Parent(s) Guardian(s) _____

Address

Note if you are applying under category 1 please provide evidence of the appropriate care order with your application.

If your child will have a sibling attending Wittersham CEP School at time of entry please provide details below

NAME _____ DOB _____

* *For completion by rector/vicar/minister*

I CAN CONFIRM THAT THIS FAMILY ARE KNOWN TO ME AND AT LEAST ONE MEMBER OF THE FAMILY HAS ATTENDED MY CHURCH ON AT LEAST A MONTHLY BASIS FOR PERIOD OF MORE THAN ONE YEAR

YES / NO Please circle as appropriate

Please note - Under the terms of the Appeals Procedure parents wishing to appeal have the right to see all correspondence relating to their application for admission.

Signature (Rector/Vicar/Minister) _____ Date _____