

# DRAFT

## Deal Parochial Admissions Policy 2017/18

As a school founded by the Church of England and part of The Diocese of Canterbury, Deal Parochial CEPS Church of England Primary School has a distinctive Christian ethos at its heart. This is;

### **Values Statement**

At Deal Parochial Primary School the curriculum is firmly rooted in its Christian foundation: enabling every child to grow spiritually and emotionally; fostering imagination and a deep sense of personal identity and self-worth; providing guidance through the loving example of Jesus Christ.

### **Mission Statement**

Our hope is that each child at Deal Parochial Primary School will develop an appetite for learning that will endure throughout their lives. To achieve this, the curriculum will need to motivate and excite children so that they engage fully in learning, cultivate positive attitudes and relationships, make good progress and fulfil their true potential – being the best that I can be.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils. Parents have the right to withdraw their children from the daily Christian act of worship and Religious Education. We welcome applications from all members of the community, and we ask all parents to respect the Christian ethos of our school and its importance to our community.

The Governing Body is responsible for the admission of pupils to the School and admits 30 pupils per year. This admission's number has been agreed between the Governing Body and the Local Authority and applies to the year 2017-2018.

The Governors have set a maximum class size of 30 pupils in Key Stage1 and KS2. Legislation states that no infant class may exceed 30 pupils unless there are exceptional circumstances.

## Oversubscription Criteria

In line with the Department for Education (DFE) School Admissions Code, before the application of oversubscription criteria, children with a Statement of Special Educational Need or an Education, Health and Care Plan, which names the School, will be admitted. As a result of this, the published admissions number will be reduced accordingly.

Where the number of applications for admission exceeds the places available, applications will be considered in accordance with the over-subscription criteria below:

### **1. Children in Local Authority Care or Previously in Local Authority Care**

**Children who are in Public Care or who have been adopted but were formerly in Public Care. A child in public care is defined as a child who is looked after by the Local Authority within the meaning of section 22 of the Children's Act 1989.**

### **2. Vulnerable Children**

- I. Children of families with **confirmed refugee status. Evidence of this must accompany the initial application.**
- II. Children with **physical or medical needs** where written evidence is available from a senior clinical medical officer and the child's general practitioner or specialist showing that it would be detrimental to the child's health not to admit him/her to the school. **Details of this must accompany the initial application.**
- III. Children where one or both **parents have a disability that would make travel to a different school very challenging.** Evidence from a registered health professional such as a doctor or social worker will need to be provided. **Details of this must accompany the initial application.**
- IV. Children eligible for the **Service Premium.**  
**Evidence of this must accompany the initial application.**

### **3. Sibling / Current Family Association**

A brother or sister is attending the school when the child starts and will continue to do so when the sibling is admitted.

In this context brother or sister means children who live as brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

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 criterion.

#### 4. Location-named parishes

Children who live within the designated area of the parishes of Upper Deal Benefice (namely, St. Leonard's, Deal, St. Nicholas, Sholden, St. Richard's, Mill Hill and St. Martin's, Great Mongeham) and Parishes of St. Andrew's, Deal and St. Georges, Deal.

To find out whether you live in one of the four named parishes:

Enter the following web address in the address bar at the top of your computer Home Page:

<http://achurchnearyou.com/parishfinder> and click search.

On the Home Page, to the right of the map, locate the search panel with *Church in your area* highlighted in purple underneath.

The four relevant parishes are : St Andrew's, Deal

St George's, Deal

St Leonard's, Deal

Great Mongeham

Enter one of these and click *Go*.

A *drop down* choice of locations will appear. Click on the church itself and a Google map, partly shaded in pink, should appear to the left. The shaded area depicts the parish with its boundaries.

#### 5. Location-distance to school

Children who live nearest to the school measured in a straight line from the school to the home address. The home address is the place where the child resides permanently with their parent or parents or legal guardians.

Where a child lives with parents with shared responsibility each part of the week, the "home address" will be considered to be the address of the person who receives Child Benefit for the child (proof of this will be required).

#### Tie breaker

If any category is oversubscribed it is recommended that applicants will be ranked by a straight line distance (as defined above) and those closest given priority. 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.

## Explanations

Where any of the above criteria are oversubscribed Children will be ranked within each category on the following basis:-

### (a) Confirmed refugee status

According to the Equality and Human Rights Commission, "Refugee status is granted to a person who has had a positive decision on their claim for asylum under the 1951 United Nations Convention Relating to the Status of Refugees (the Refugee Convention) and has been granted leave to remain in the UK. Refugees are forced to flee their countries because of fear of persecution, often as a result of direct state action."

(<https://www.refugeecouncil.org.uk/0003/4097/EmployingRefugees> )

### (b) Medical / Health and Special Access Reasons

Medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular, those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstrable and significant need to attend a particular school. Equally this priority will apply to children whose parents'/guardians' physical or mental health or social needs mean that they have a demonstrable and significant need to attend a particular school. Written evidence from a suitably qualified medical or another practitioner who can demonstrate a special connection between these needs and the particular school will be required.

### (c) Distance / Nearness of children's home to school

We use the distance between the child's permanent home address and the school, measured in a straight line using Ordnance Survey address point data. Distances are measured from the point defined as within the child's home to the point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everybody.

### (d) Service Premium, i.e children who:

- i. have parent(s) who are currently serving in the UK regular armed forces;
- ii. have parent(s) who served in the UK regular armed forces at any time in the last three years;
- iii. have parent(s) who died serving in the UK regular armed forces and are in receipt of a pension under the Armed Forces Compensation Scheme or War Pension Scheme.

## Summer born Children

Reception children are usually admitted to the school for full-time education in September although this can be reviewed on an individual basis, taking into consideration each child's needs. Parents can request that the date their child is admitted to school is deferred until later in the academic year or until the term in which the child reaches compulsory school age. Parents can request that their child attends part-time until their child reaches compulsory school age. Discussions with the School/Academy are strongly recommended prior to making a decision.

## Requests for admission outside of the normal age group

In particular circumstances, and in accordance with the Department for Education's School 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.

Such requests should be discussed with the Headteacher as early as possible in the admissions round associated with that child's date of birth. This will allow the School or Academy sufficient time to make a decision regarding the request before the closing date for applications and national offer day. Decisions to admit a pupil outside of their normal age group will be based on the circumstances of each case and based on what is in the best interests of the child concerned. We may request supporting professional evidence to assist in the decision-making. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional. However, failure to provide this may impede our ability to make an informed decision.

If the request is agreed, the application will be considered for the year group sought and ranked alongside any and all other applications. There is no guarantee that a place will be offered at this stage. Parents should complete an application for the usual point of entry at the same time, in case their request is declined, or they do not receive a place in the year group requested. This application can be cancelled if the academy agrees to accept an application for entry into a different year group. Applications must be made via paper Common Application Form to the Local Authority, with written confirmation from the Academy attached. Deferred applications will be processed in the same way as all applications for the cohort in the following admissions round, and offers will be made in accordance with the oversubscription criteria specified for that round.

Where a child has been educated out of their normal age group, it is important for the parent to consider that this is not binding when they transfer to secondary or any other school/academy. It will be for the admission authority of that school/academy to decide whether to admit the child out of their normal age group.

## Withdrawal of an Offer

The Governing body reserve the right to withdraw an offer of placement but only under the following circumstances:

1. It has been offered in error,
2. A parent has not responded within a reasonable period of time (two weeks).
3. It is established that the offer was obtained through a fraudulent or intentionally misleading application.

We will write to parents prior to any potential case for withdrawal. Parents will be offered the opportunity to respond to our concerns.

## Appeals Procedure

Parents have a right of appeal to an independent panel against the decision of the Governing Body to refuse an application for a school place. Details of the appeals procedure are sent out with all refusal letters.

The school will provide procedures relating to waiting lists, appeals, and late applications. Information can be accessed via the school office, [secretary@deal-parochial.kent.sch.uk](mailto:secretary@deal-parochial.kent.sch.uk) /01304 374464, or the full information booklet relating to admissions can be viewed on [kent.gov.uk/primaryadmissions](http://kent.gov.uk/primaryadmissions) / 03000 412121.

In accordance with the requirements of the School Standards and Framework Act 1998, the Governors will make arrangements for parents to appeal against the refusal of the Governors to offer a place for their child in the school. Details of the procedure will be supplied by the Headteacher on request.

Queries about the Admission Policy should be addressed to the Headteacher or Chair of Governors, c/o the School Office. The school will establish an independent Appeals Panel in accordance with the relevant Education Act, or will use the services of the Local Authority Independent Appeals Panel.

**Arrangements for Admissions and appeals will be reviewed and published each year.**