



**MINSTER PRIMARY SCHOOL  
PART OF THE ISLAND LEARNING TRUST  
ADMISSIONS POLICY (statutory)  
for September 2018 and 2019**



**Date:** January 2017

**Review:** January 2019

Pupils will be admitted to the school without reference to ability, aptitude or background.

The school's standard number has been 60, which means that admission for up to 60 children must be provided for each year. At the request of the Local Authority, and agreed by the Governing Body, an application to increase our PAN (Pupil Admissions Number) from 60 to 90 has been approved by the Regional schools Commissioner. This increase will take effect from September 2017 onwards, over time 90 pupils will be admitted to the EYFS and Minster Primary will grow, in time to a full 3 form entry school: 3 classes in each year group.

Admission to the reception classes will be during the academic year in which a child's fifth birthday falls.

Where the number of applications exceeds the number of places available, the following criteria will be applied in the order set out here to decide which children should be admitted:

#### **Looked After Child**

Is 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)

#### **Sibling**

Children with a sibling attending the school at the time of admission. Sibling is defined in these arrangements as children who live as brother or sister in the same house including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

#### **Children with Exceptional Compassionate, Social, Medical/Health or Special Access Needs**

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 Minster Primary 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. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and Minster Primary School.

**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. Further information on how distances are calculated are available in the Admissions Booklets available on the KCC Admissions website.

If two or more children in all other ways have equal eligibility for the last available place(s) at the school, and their family homes are measured as being equidistant from the school, a random draw will be made to determine which child(ren) should be offered the place(s).

The criteria above, in the order as set out, will also be applied to fill any vacancies that occur during the school year.

### **Admission appeals**

If we do not offer a child a place at this school, it is because to do so would prejudice the education of other children by allowing the numbers of children in the school to increase too much.

If parents wish to appeal against a decision to refuse entry, they can do so by appealing directly to the school. An independent appeals panel, set up by the Local Authority, then meets to consider all appeals by parents who have been refused a place and who wish to appeal against this decision. An appeals panel's decision is binding for all parties concerned. If the appeals panel decides that the school should admit then the school will accept this and continue to do all it can to provide the best education for all the children at the school. An appeals form can be collected from the main school office or can be downloaded from the KCC website.

Details of the Minster Primary School Admission Policy and appeal arrangements will be published annually.

Signed: \_\_\_\_\_  
(Headteacher)

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

Signed: \_\_\_\_\_  
(Chair of Governors)

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