



Policy Title Admissions Policy

Adopted: May 2015
Reviewed: May 2016
For Review: May 2017

Introduction

Our planned admission limit into any age group in an academic year is 60. This includes places for children who come within our Designated Special Provision. In normal circumstances, any child in this age group may be admitted.

Children are usually offered schooling from the September following their 4th birthday, though there is no legal requirement for a child to attend school until the commencement of the term after their 5th birthday.

Simon de Senlis Primary outsources its admission administration to Northamptonshire County Council (NCC) School Admissions. Initial allocation of places for 4+ children is made by the NCC and not by the school. NCC tries to meet parental preference whenever possible.

Northamptonshire County Council Admission Criteria

When a school receives more applications than it has places available (this is usually called its published admission number), the school's oversubscription admission criteria are used to decide which applicants are offered places. In each case the criteria are applied in the order of priority stated. In many cases when the published admission number is reached within one of the criteria groups, a 'tie breaker' based on distance is used.



Simon de Senlis Oversubscription Criteria

1. Children in public care;
2. Children with specific medical and social needs, supported by written evidence from an appropriate professional person;
3. Pupils with an older brother or sister continuing at the school at the time of admission of the younger child;
4. Pupils who live closer to the preferred school than any other school;
5. Other pupils.

If the admission number is exceeded with criterion 4, priority will be given to those who live furthest from the nearest alternative school. If the admission number is exceeded within any other criterion, priority will be given to those who live closest to the school. Where children are not offered a place because demand exceeds availability, a waiting list will be kept by the LA, up to the beginning of the school year. Places will be allocated from this waiting list by applying the above criteria.

Appeals

In the event of a place not being allocated, an appeal may be made to the LA. Advice regarding appeals is available in school. The Governing Body aims to keep class size to a maximum of 30. The appeals process is managed by Northamptonshire County Council on behalf of Simon de Senlis Primary.

Transfer

We work closely with feeder nursery schools and with local secondary schools to ensure that transfer of pupils is as seamless and successful as possible. This includes meetings, discussions, transfer of data and opportunities for pupils to visit their next school prior to transfer.