

# **Beresford Memorial CE First School**



## **Admissions Policy 2023-2024**

Beresford Memorial CE First School is a Church of England First School that aims to be both distinctly Christian and an inclusive community, nurturing children in the Christian faith and serving the whole community by reaching out to all.

The Governing Body is responsible for the admission of pupils to Beresford Memorial Church of England School and admits 30 full-time pupils to the reception class and 26 part-time children to the nursery class each September.

Admissions to the school will be co-ordinated through the Local Authority's co-ordinated scheme and its timetable and no priority will be given for early application.

Children attending the nursery class may transfer to the reception class but this cannot be guaranteed as a new admission form must be completed and eligibility will be under the priorities outlined in this policy. In the event of oversubscription to the nursery class the same criteria as for the reception class, as outlined in this policy, will apply but there is no right to appeal against admission to the nursery class since it is non-statutory education.

The Governing Body is required to abide by the maximum limits for Foundation Stage and Key Stage 1 (5, 6, & 7 year olds) of 30 children per class.

When there are more applicants than there are places available, the Governors will admit pupils according to the following criteria in order of priority:-

- a) Children in care and children who ceased to be in care because they were adopted (or became subject to a child arrangements order or special guardianship order), including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- b) Children with medical or social priority reasons. This means pupils that are distinguished from the great majority of other applicants either on medical grounds or by other exceptional circumstances. Medical grounds must be supported by a medical report (obtained by parents). It must clearly justify, for health reasons only, why it is better for the child to attend this school rather than any other school. Exceptional circumstances must relate to the choice of school, i.e. the circumstances of the child, or the specific economic or social circumstances of the parent, and be supported by a professional report, e.g. social worker, justifying why it is better for the child to attend the preferred school rather than any other school and if they would suffer hardship if they were unable to attend this school.
- c) Children who have brothers/sisters attending the school at the time of admission (*for admission purposes, a brother or sister is a child who lives at the same address and either: have one or both natural parents in common; are related by a parents marriage; are adopted or fostered by a common parent or are unrelated children who live at the same address, whose parents live as partners*).
- d) Children whose families are faithful and regular worshippers of any of the Anglican churches in Leek and Meerbrook Team Ministry, written evidence of the applicant's commitment to their place of worship (in the form of a clergy reference) will be required.
- e) Children whose families are faithful and regular worshippers of another Christian denomination as recognised by the CTBI/EA (Churches together in Britain and Ireland / Evangelical Alliance), written evidence of the applicant's commitment to their place of worship (in the form of a minister's reference) will be required.
- f) Pupils living within the catchment area of the school.
- g) Remaining places will be allocated by the nearness to the school, determined by a straight line measurement as calculated by the Geographical Information System used by the Directorate of Children, Young People and Families.

### Notes

- Any child with a statement of special educational need or an Education, Health and Care Plan (EHCP) with Beresford Memorial CE First School as the named school will be admitted.
- Faithful and regular worshipper is defined as worshipping for 2 years prior to application.
- Late applications will only be considered if places are available.

- **Deferred Entry to Reception Class**

Parents may request that their child be admitted to Reception Class on a part-time basis, or that their child be admitted to school later in the same academic year until the child reaches compulsory school age (i.e. beginning of the term after the child's fifth birthday). The effect is that the place will be held for the child in Reception and is not available to be offered to any other child within the same academic year in which it has been offered. This request will be accommodated by Governors if it is in the best interests of the child.

- **Admission Outside of the Normal Age Group**

Parents may seek to apply for their child's admission to school outside of their normal age group, for example if the child is exceptionally gifted and talented or has experienced problems such as ill health. In addition, the parents of summer born children may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted outside of their normal age group to Reception rather than Year 1.

These parents will need to make an application alongside children applying at the normal age which should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. A decision as to whether this is an appropriate course of action will be made by the Governors who will take into account the circumstances of the case and views of the Headteacher. Parents do not have the right to insist that their child is admitted to a particular year group.

- This policy will be reviewed on a regular basis in line with the School Admission Code and statutory requirements.
- Parents who are not offered a place for admission to the Reception class have a right to appeal to an Independent Appeals Panel. Information on the appeals procedure is available from the school or the Lichfield Diocesan Board of Education.
- For any unsuccessful applicant a waiting list will be kept in admission criteria order until the end of the Autumn Term.
- Unless there are significant and material changes in the circumstances of a parent's application for their child or the school, governors will not consider a repeat application in the same academic year.
- Any in-year (outside the normal point of entry) applications should be submitted directly to the school.

- The Local Authority uses a Geographical Information System (GIS) to calculate home to school distances in miles. The measurement is calculated using Ordnance Survey (OS) data from an applicant's home address to the main front gate of the school. The coordinates of an applicant's home address is determined and provided by the Local Land and Property Gazetteer (LLPG) and OS Address Point data.
- If there are a limited number of spaces available and we cannot distinguish between applicants using the criteria listed, such as in the case of children who live in the same block of flats, then the child or children who will be offered the available spaces will be randomly selected. This process will be independently verified.
- It is the applicant's responsibility to provide any supportive information required in order for the application to be assessed against the published admissions criteria, the Local Authority will not seek to obtain this information on behalf of the applicant.
- The requirement for the school to meet the Infant Class Size legislation may result in the refusal of catchment area or sibling applications where a class has already reached its limit of 30 pupils. However, as an exception, the school will give careful consideration to offering places above the published admission number to applications from children whose twin or sibling from a multiple birth is admitted even when there are no other vacant places.

Ratified 07.02.22