



Moreton Morrell Primary School

Admissions Policy

2022 - 2023

Approved by: Full Governing Body

Date: June 2021

**Moreton Morrell C E Primary School
Moreton Morrell
Warwick
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The following Admissions Policy is for the school year commencing September 2022.

Any comments on these amendments should be made to the Chair of Governors:

**Mrs Christine Thornton
Moreton Morrell C E Primary School
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Warwick
CV35 9AN**

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Note: Subject to the above policy and the relevant appeals procedure, decisions regarding admissions will be the responsibility of the Governing Body.

Moreton Morrell Church of England Primary School
Foundation status

Admissions Policy for September 2022-23

- Admission to the school is determined by the Governors. First priority is given to children in the care of, or provided with accommodation by, a local authority and children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
- The Governors recognise the responsibility to admit a child with an Educational Health Care Plan. A child with a Care Plan, which names the school, must be admitted. This may reduce the number of places to other applicants.

The Governors will admit pupils up to the Published Admission Number (PAN), which is 15 children.

In accordance with government legislation, the Governing Body consults with the Diocesan Board of Education, the Local Authority, other local schools and relevant parents in respect of its admissions arrangements

In the event of over-subscription, the following criteria will be applied, in this order to decide which children will be offered places.

1. Children living in the school's priority area who have a brother or sister attending the school, at the time of admission
2. Children living within the priority area, with no brothers or sisters attending the school at the time of admission
3. Children living outside the priority area who have a brother or sister attending the school at the time of admission.
4. Children living outside the priority area, whose parents are regular worshippers i.e. at least once per month for 6 months prior to the application. Evidence should be attached to the Application using the SIF Form (Supplementary Information Form). *
5. Other children living outside the priority area.

* Please note that in the event that during the period specified for attendance at worship, the church, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these arrangements in relation to attendance will only apply to the period when the church or alternative premises have been made available for public worship.

In-Year admissions

When parents apply for admission to a year group other than Reception, a child will be accepted up to the maximum admission number in that year group.

In the event of an application to a year group from a child living in the priority area (or having moved into the priority area) consideration will be given to admission if the mixed class size is manageable and not over the prescribed limits of infant class number.

Where an application is made to a year group / class that is oversubscribed, parents will be informed and children will be placed on a waiting list and admission refused until a vacancy exists. Priority on the waiting list for any year group will be according to the criteria as stated for admission to Reception.

In the event of over-subscription, within any of the above criteria, preference will be given to children who live nearest to the school; the distance will be calculated by straight line measurement from the address point locations coordinate of the applicant's home address (as set by Ordnance Survey) to the centre point (centroid) of the school in question. The centroid is a predetermined point set by Warwickshire County Council and all distances are subject to changes which may occur with updates of mapping data.

In order to reduce the number of appeals, a place can be offered provided that;

- no other applicants have been refused places in the same year group – wherever they live
- the child is living or moving into the school's priority area
- the admission will not breach the class size limit for infants
- The Governing Body have sanctioned the admission

Admission of children below compulsory school age and deferred entry to school.

As is required by the School Admissions Code A, Moreton Morrell C of E Primary School provides for the admission of all children in the September following their fourth birthday. Where a child is offered a place at a school:

- a) that child is entitled to a full-time place in the September following their fourth birthday;
- b) the child's parents can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made; and
- c) where the parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

Some parents may feel their child is not ready to start school in the September following their fourth birthday. Parents wishing to request deferred entry in line with paragraphs b) and c) above should make an appointment to discuss this with the Headteacher.

Definition of Terms:

The Priority Area

The Parishes of Moreton Morrell, Ashorne and Newbold Pacey.

Brother or sister attending the school at the time of admission

Brother or sister (including half brother or half sister, adopted, step brother or step sister) living at the same home address as the child applying for the place.

Home Address

The address where the child normally resides/sleeps when he/she attends school. Addresses involved in child minding arrangements (professionally or with relatives) are excluded.

Twins, Triplets or other multiple-births

Where the final place in a year group is offered to one of twins, triplets or another multiple-birth child, place(s) will normally be offered to the other multiple-birth child(ren) where the local authority and school's admission authority (if different) are in agreement - even if this means going above the school's Published Admission Number (also see Infant Class Size).

Infant Class Size

Infant classes (those where the majority of children will reach the age of 5, 6 or 7 during the school year) must not contain more than 30 pupils with a single school teacher. Additional children may be admitted under very limited exceptional circumstances as set out in the School Admissions Code. When admitted these children will remain an 'excepted pupil' for the time they are in an infant class or until the class numbers fall back to the current infant class size limit. The excepted children are:

- a) *looked after children and previously looked after children admitted outside the normal admission round*
- b) *children with a Care Plan admitted outside the normal admission round*
- c) *children admitted, after initial allocation of places, because of a procedural error made by the admission authority or local authority in the original application process;*
- d) *children admitted after an independent appeals panel upholds an appeal;*
- e) *children who move into the area outside the normal admission round for whom there is no other available school within reasonable distance;*
- f) *children of UK service personnel admitted outside the normal admission round;*
- g) *twins and children from multiple births when one of the siblings is the 30th child admitted;*

Worshippers

Those attending public worship at a Christian Church. Within this policy, 'Christian Church' refers to any Church of England or Roman Catholic Church, or a church that is a member church of the 'Evangelical Alliance', 'Fellowship of Independent Evangelical Churches', 'Churches Together in England', 'Churches Together in Britain and Ireland', and 'Churches Together in Wales (Cytun)

Split parents

Where a child lives with two parents residing at separate addresses the qualifying address will be that where the child spends (i.e. sleeps) the majority of the school week. If the child spends exactly equal amounts of time in the two addresses the parents themselves will need to nominate the address they wish to be the child's main address for school admission purposes.

Parents will be informed of the school into which their child has been accepted, by the LA. The school will then contact the parents to outline the process of induction into the school.

In-Year Fair Access

The governing body recognises its duty to work with the Local Authority during the course of the year to provide fair access for "hard to place" children, even where the School has already reached its published admission number – except where the infant class size limit of 30 pupils would be breached by doing so.

These pupils may include children who have previously been permanently excluded from a school, children of Traveller families, refugees and asylum seekers, and children on the Child Protection register. The protocol established by the Local Authority for this purpose is designed to ensure that such pupils are shared equally between schools in an area.

Waiting Lists

It is necessary to complete a Local Authority Common Application form to apply for a school place. Registering interest with the School on a "waiting list" before the admissions round guarantees neither a place nor priority within the oversubscription criteria. Offers of places will be made by the Local Authority on the school's behalf.

Any child who is refused a place at this school will be automatically added to the school's waiting lists. Waiting lists will be held by Warwickshire's Admissions Service.

Waiting lists are compiled in strict priority order against the published oversubscription criteria. Offers will be made from the waiting lists as vacancies arise. A child's position can move both up and down the waiting list as other students are added to the list. Late applicants are not penalised when added to waiting lists, and the amount of time a child has been on a school's waiting list is irrelevant.

Waiting lists will be held until the end of the Autumn term. Parents /carers will be responsible for contacting Warwickshire's Admissions Service should they wish for their child to remain on the waiting list and will be required to complete a new in-year application form.

Appeals Procedure

Parents have a right of appeal to the Independent Admission Appeals Panel against the decision of the Governing Body to refuse application for a school place. The Independent Admission Appeals Panel is arranged by Coventry Diocesan Board of Education. Details of the appeals procedure are sent out with all refusal letters.

Further details can be found at: <http://www.warwickshire.gov.uk/schoolappeals>

Admissions for permanently excluded and for late applicants will be considered as per the County Policy.