



# Dunchurch Boughton C of E Infant Academy and Nursery

## ADMISSIONS POLICY 2024/25 (for pupils starting reception in September 2024)

Please note there is a separate admissions policy for the nursery and that admission to the nursery does not guarantee admission into the Infant Academy. For further information, please contact the office at Dunchurch Boughton C of E Infant Academy and Nursery.

Please also note that admission to Dunchurch Boughton C of E Infant Academy does not guarantee admission into Dunchurch Boughton C of E Junior Academy. The Junior Academy sets its own admissions policy. For more information, please contact the Junior Academy directly.

## **Admission of Pupils**

Dunchurch Boughton C of E Infant Academy and Nursery is co-educational with an age range of 4-7 years.

We seek to be an inclusive academy, welcoming to children from all backgrounds and abilities.

The only requirement that we place on entry is that of number.

Entry to the academy is free, and where there are related costs, e.g. uniform, we seek to assist parents with these costs. Please note that the academy does not provide transport and parents will be contacted by the local authority regarding school travel and transport options.

Children will usually be admitted before statutory school age, at the beginning of the academic year in which they attain five years of age without reference to ability or aptitude. However, in exceptional circumstances, parents can request that the date their child is admitted is deferred until later in the academic year or that their child takes up the place part-time.

The compulsory age for a child to start full time education is at the beginning of the school term after the child's fifth birthday. In a very few rare cases where it might not be appropriate for the child to be in their age appropriate year group, there is a detailed process to consider the child's physical, emotional and social maturity before any decisions are made.

## **Planned Admission Number**

The planned admission number, which represents the number of pupils the academy will admit if sufficient applications for places are received, is 60 per year group. Admission above this number would breach the infant class size limit.

Please note that the 2009 School Admissions Code allows the academy to set a higher admission number than that indicated by the capacity assessment (55).

## **The Priority Area**

- The parish of Dunchurch excluding the northern area from a line meeting the boundary of Long Lawford Parish (excluded) to include the Penthouse and to exclude the reservoir, crossing Coventry Road (A4071) at the narrow railway bridge and follows a line east to exclude Brickyard Spinney and Cawston Farm, including Fox Covert and following the water course to cross Cawston Lane (included south of that point) and to exclude Cawston House running east to rejoin the boundary of the Dunchurch Parish excluding Little Scotland Farm.
- The parish of Thurlaston.
- The parishes of Grandborough and Willoughby, which are shared with Leamington Hastings C of E Academy.

## **Timetable**

The timetable for admission to reception is set by County. The process starts over a year in advance of school entry, with parents registering their interest with the academy or the Local Authority (LA).

Application forms will be sent out by the LA. The initial closing date for applications is usually January, with late applications being considered after those received on time.

Offers of admission for reception classes will be made on a date set by County.

The Governing Body will determine their decision based solely upon the above criteria and parents or guardians will be notified in writing by the LA, as to whether their application has been successful or not. Parents or guardians who are offered a place for their child are given two weeks to respond, then a further letter is sent giving a final date at which the offer will be withdrawn.

If the academy is oversubscribed in the reception year, the LA will automatically add the names of the children refused places to the waiting list (provided no higher preference has been offered). Any vacancies which occur in this year group, will be re-offered to children on the waiting list using the academy admission criteria. Parents should be aware that a child's position in the list can alter as children with higher priorities are added or withdrawn. The waiting list, held by the LA, terminates at the end of the Autumn Term.

### **Casual or In Year Applications**

Applications made later than admission should be made directly to County.

### **Over subscription Criteria**

Where application for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit. Late applications will be considered after those received on time.

Note: The Governors recognise their duty to admit a child with a statement of special educational needs that names the school. This may reduce the number of spaces available for other applicants.

1. Children in the care of, or provided with accommodation by, a local authority (under section 22 of the Children Act 1989).
2. Children living in the priority area who have a sibling at the academy at the time of admission or have a sibling at Dunchurch Boughton C of E Junior Academy at the time of admission.
3. Children living in the priority area who have attended Dunchurch Boughton C of E Infant Academy and Nursery in the nursery for a minimum of 2 terms.
4. Other children living in the priority area.
5. Children living outside of the priority area who have a sibling at the academy at the time of admission.
6. Children living outside of the priority area who have attended Dunchurch Boughton C of E Infant Academy and Nursery in the nursery for a minimum of two terms.
7. Children living outside of the priority area who have a sibling at Dunchurch Boughton C of E Junior Academy at the time of admission.
8. Other children living outside of the priority area.

Within each of the criterion, priority is given in order of distance between the child's home and school (shortest distance = highest priority). Distance will be calculated by the straight line measurement from the applicant's home address (as set by Ordnance Survey) to the centre point ("centroid") of the preferred school. (All measurements are subject to prepositional accuracy changes). This applies equally to those living inside and outside the County boundary.

#### Notes:

1. The definition of a child's home address is where the child normally resides/sleeps when he/she attends school. Addresses of relatives or child minders are excluded. Where a school place is allocated on the basis of an address, which is subsequently found to be different from the child's home address, that place is liable to become withdrawn.
2. Any offer of a place will take account of a future move involving the child's address, only if the parent provides independent evidence of the move (e.g. tenancy agreement terminating beyond the start of the autumn term or exchange of contracts). This must be confirmed before a date set by County.
3. Where a child lives with two separate parents in 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 equal amounts of time in the two addresses, the parents themselves will need to nominate the address which they wish to be the child's main address for school admission purposes.
4. Sibling refers to a brother or sister, a half brother or sister, an adopted brother or sister, a step brother or sister, living at the same address as the child applying for the place. A sibling connection may not be accepted if the original place was obtained by using fraudulent or false information.
5. If the final place in the year group is offered to one of twins (or triplets etc.), then the other twin (triplets etc.), may be admitted as an exception to the limit on infant class sizes.
6. For information, the LA can provide details of last year's applications, namely the number of applications for places, the number which were successful and the criteria under which they were accepted.

#### **Appeals**

Should an application for entry be unsuccessful, parents have the right of appeal to an independent panel (see County website for more information). Please contact County who will make arrangements for the hearing.

#### **Fair Access Protocol**

The academy has adopted Warwickshire County Council's policy on looked after children and the County's In-Year Fair Access Protocol (IYFAP). Please contact WCC for information.