



## Admissions Policy

<b>Ratified by:</b>	FPBH&S Committee	<b>Date:</b> 15 <sup>th</sup> Oct 2019
<b>Review schedule:</b>	Annual	
<b>Next review due by:</b>	Oct 2020	

### 1 Aims and objectives

- 1.1 We are an inclusive school that welcomes children from all backgrounds and abilities.
- 1.2 All applications will be treated on merit and in a sensitive manner.
- 1.3 The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we enforce the procedure set out below in order to determine whether a child is accepted or not. It is our wish to allow parents the right to have a place at the school of their choice. However, this is not always possible, due to the excess demand on the school places available.
- 1.4 The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of this school.

### 2 How parents can apply for their child to be admitted to our school

- 2.1 As our school is a community school, the school determines the admission arrangements in agreement with the Oxfordshire Local Authority's (LA) policy. The LA is therefore the 'Admissions Authority' for our school. The regulations for entry to each school, where the Admissions Authority is the LA, are published each year by the LA. Parents can receive a copy of these regulations directly from the LA.
- 2.2 The LA publishes an admissions brochure each year, which gives information about how parents can apply for a place in the school of their choice. Parents have a right to express a preference for the school of their choice and they should do so on the application form at the back of the brochure. Expressing a preference does not, in itself, guarantee a place at this school. The LA notifies parents about the school place as soon as all the applications have been considered.

### 3. Starting dates

- 3.1 At Great Tew School children are entitled to a full-time place in the September following their fourth birthday.



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- 3.2** Although parents may have the legal right to defer entry until later in the school year, we prefer all our pupils to start school full-time from September. This is because we find that even the very youngest children benefit from full-time attendance in a setting that is geared to their individual needs and interests and where they are able to enjoy learning through play in a safe and stimulating environment.
- 3.3** Where parents choose to defer entry, the following arrangements are set by law:
- Children born in September to December have to be full-time from January.
  - Children born in January to March have to be full-time from April.
  - Children born in April to August do not have to be full-time until the September after they turn five. However, if they have been offered a place in Reception and have not joined the school by the April, parents must reapply for entry into Year One.
- 3.4** If parents would like to request that their child attend part-time for any part of the reception year, this should be discussed and, if appropriate, agreed with the Headteacher, who may consult the governing body, in advance.

## **3.5 Deferred Entry into Reception for Summer Born Children**

Children born in the summer (1<sup>st</sup> April- 31<sup>st</sup> August) are not required to start school until a full year after the point at which they could first have been admitted – the point at which other children in their age range are beginning Year 1. Should parents wish their child to be admitted to Reception rather than Year 1 at this point they may request that they are admitted out of their normal age group. Parents should make their request as early as possible in the academic year prior to the September they would have been due to start in Reception. Further information can be found on the Oxfordshire County Council website.

## **4 Admission appeals**

- 4.1** 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.
- 4.2** If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent appeals panel then meets to consider all appeals by parents who have been refused a place at our school 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 we should admit a child to our school, then we will accept this and continue to do all we can to provide the best education for all the children at our school. (Details of appeal arrangements are set out in the Code of



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Practice on School Admissions Appeal.) This document is available on the Intranet.

## **5 The Admission number**

- 5.1** The admission number is the number of children the school can accept into one year group. The admission number for our school is 15. We keep this number under review and the governors will apply to change the number if circumstances allow.

## **6 Infant class size**

- 6.1** We teach infant children (aged five to seven) in classes that have a maximum number of 30 children.

## **7 Review**

This policy will be reviewed annually by the Headteacher, staff and governing body, in the light of any changed circumstances in our school or the local area or by changes in the regulations by the LA Admissions Authority.