

Admissions Policy 2022-23

Lindridge St Lawrence CE Primary School



Hesed Hamdah Honesty Horizons

Approved by:	Amanda Greenow-Langford	Date:
Approved by:	Caroline Palethorpe	22.02.2021
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LINDRIDGE ST. LAWRENCE C.E. PRIMARY SCHOOL
ADMISSIONS POLICY
2022/23

The school's Planned Admission Number (PAN) is 15 in any year group.

Parents considering applying to the school are most welcome to visit the school by arrangement. Please telephone the school office (01584 881466) to make an appointment.

Applications for places should be made to the authority no later than the 15th of January 2022. In Worcestershire, parents are asked to make an on-line application but if parents do not have access to a computer they should ask at the school office where the school administrator will provide the necessary assistance.

The law requires that all children start full-time education by the beginning of the term following their fifth birthday. Parents are entitled to access full time education for their child from the September following their fourth birthday.

The school's policy regarding admission of Reception children at the start of the Autumn Term is to take all the children full time; however, parents may wish to discuss this arrangement with the Headteacher.

In accordance with legislation, a child with an Education Health Care Plan will be offered a place at the school named in the plan.

If the number of children applying for entry exceeds the places available we admit children according to the following criteria and in the following order of priority:

1. A child who is defined as 'looked after' or 'previously looked after', using the following definition:

Looked After Children - this includes all previously Looked After Children who were adopted under either the Adoption Act 1976 or the Adoption Act 2002 or who became subject to a Child Arrangement Order or Special Guardianship Order. Please note the Residence Order is now replaced by the Child Arrangements Order.

2. A child residing in the school's catchment area which is the Parish of Lindridge, a copy of which can be viewed in school or obtained from the Local Authority.

3. An out-of-catchment child who will have a sibling (this includes step children and legally adopted children living in the same household) still attending the school at the time the younger one starts.

4. A child who has attended Lindridge Pre-School regularly during the 12 months prior to their school start date and is entitled to Early Years Pupil Premium.

5. A child living outside the school's catchment area who does not fall into any of the above categories.

Where a twin or child from a multiple birth is admitted to a school under this admissions policy, then any further twin or child of the same multiple birth will be admitted if the parents so wish, even though this may raise the number in the year group above the school's PAN.

In the case of oversubscription in any category, priority will be given to those pupils who live **nearest** to the school by the shortest straight line distance. The measurement will be taken using the GeoCode Points for each property and the GeoCode point for the School. The Governing Body/Academy Trust will utilise the Local Authority software package called Arcview GIS to determine distance. Ordnance Survey supplies the co-ordinates that are used to plot an address within this system.

(In the event of equi-distance applicants, any place will be allocated by random selection (lottery). Someone totally independent of the Governing Body/Academy Trust will supervise this process).

You will be notified by the L.A. whether or not your child has been allocated a place, on the 16th April 2022.

In the event of your child being unsuccessful in securing a place, you have the right to appeal. Your appeal should be directed in writing to the Chair of the Governing Body, Lindridge St Lawrence CE Primary School, within ten working days of receiving notification that your child has not been allocated a place.

Late applications will be added to the waiting list which will be maintained by the Clerk to the Governing Body and will be prioritised according to the oversubscription criteria above. Parents will be informed should places become available. This list will be kept up to and including 31st December 2022, unless parents inform us of their wish to remain on the list.

Admission of children outside their normal age group.

Parents can also request that their child be admitted outside of their normal age group, effectively in the year group below or above their chronological age group. The admissions authority of the school must make the decision based on the circumstances of each case. This will involve the head teacher completing an educational assessment to determine whether or not it is appropriate for the individual child to delay or accelerate their entry

into school and be taught outside of their chronological age group. Lindridge St Lawrence CE Primary School has decided to adopt the educational assessment form used by the Local Authority.

'In-Year' Admissions

1. Parent/Carer to obtain an application form (CA1), if a resident in Worcestershire, from any of the following sources;

- Child's current school (if in Worcestershire).
- School being applied for (if in Worcestershire)
- Worcestershire Hub Centre (Tel 01905 822700)
- Download form from website (www.worcestershire.gov.uk)

2. Parent/Carer to complete the application form and ensure form is counter-signed by current Head Teacher (if already attending a Worcestershire School).

3. Forms should be returned to School Admissions at Worcestershire Children First, who coordinate all in-year applications.

4.

5. School Admissions will write to parents, normally within 10 school days, of the form being received to notify of the decision. Where it is not possible to offer a place, parents will be notified of the right of an appeal by the relevant admission authority and in most cases, an alternative school will be offered.

6.

7. Further information can be found at the following link

8. https://www.worcestershire.gov.uk/info/20099/school_admissions/706/in-year_applications

9.

10. If there are insufficient places for all applications received at a time, then priority will be decided in accordance with the published admissions criteria for the school.

Lindridge St Lawrence CE School operates the Worcestershire Fair Access policy which can be accessed on the Worcestershire Web site.

Further information regarding admissions is available from the school office,
Lindridge St Lawrence CE Primary School,
Lindridge,
Tenbury Wells,
Worcs.
WR15 8JQ
Tel:01584 881466