

Admissions Policy

The Bythams Primary School



Reviewed and updated:

Next review:

Signed:

(Chair of Governors)

Date:

Signed:

(Headteacher)

Date:

Admissions Policy

Introduction

The governing body of The Bythams School applies the regulations on admissions fairly and equally to all those who wish to attend. The School Standards and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This policy conforms to the regulations that are set out in that Act and also further explained in the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice.

Aims and Objectives

We are an inclusive school that welcomes children from all backgrounds and abilities. All applications will be treated on merit and in a sensitive manner. 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.

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.

How Parents Can Apply For Their Child to Be Admitted to Our School

As our school is a community school, we determine the admission arrangements in agreement with the LEA. The LEA is therefore the 'Admissions Authority' for our school. The regulations for entry to each school, where the Admissions Authority is the LEA, are published each year by the LEA. Parents can receive a copy of these regulations directly from the LEA.

The LEA publishes a composite admissions prospectus 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/online. Expressing a preference does not, in itself, guarantee a place at this school. Application forms can be obtained from the Education Department of the LEA and should be completed by the date stipulated on the forms/online. The LEA notifies parents about the school place as soon as all the applications have been considered.

Our school admits pupils in the Autumn term after their fourth birthday. Therefore, parents who would like their child to be admitted to this school should ensure that they complete the necessary application process in the appropriate window of time

(usually December – February before the September that their child would begin school after they have turned 4) as set by the LEA annually.

Admission Appeals

If the LEA do not offer a child a place at this school, it is because the cohort is full or to do so would prejudice the education of other children by allowing the numbers of children in the school to increase too much.

If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LEA. 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 The Bythams, then we will accept this and continue to do all we can to provide the best education for all the children at our school.

The Planned Admissions Number (PAN)

The PAN is the number of children the school can accommodate in the intake year. The PAN for our school is **12**. We keep this number under review and the Governors will apply to change the number if circumstances allow.

Infant Class Size

We teach infant children (aged four to seven) in classes that have a maximum number of 30 children.

Review

This policy will be reviewed annually with the Admissions Authority in the light of any changed circumstances in our school or the local area.