

ELMSTEAD PRIMARY SCHOOL

School Admissions Policy – with effect from September 2010 Policy and Numbers



(a) Reception

All pupils will be admitted in the academic year in which they are five years of age, without reference to ability or aptitude. Children are admitted as follows:

September - those children who are five between 1st September and the 31st August of the following year.

The Governors have decided that in line with Government legislation the planned admissions limit for the Key Stage 1 classes will be 30 pupils for the academic year 2010 / 2011.

Parents wishing their children to be admitted to the school from September 2010 should make an application on a common application form in accordance with the LA's scheme for co-ordinated admissions. These forms will be available from the school or from the LA. The closing date for the applications is in line with LA's published arrangements for admissions during the coming year. Parents will also be required to submit to the school a supplementary information form, which can be obtained from the school office.

Governors cannot guarantee a place for any child from either the priority admissions area or for a sibling, who is out of the priority admissions area. All applications are handled centrally by Essex County Council Planning and Admissions following their published guidelines on co-ordinated arrangements.

The school will maintain a waiting list until the end of the Spring Term – two terms after the admission point.

Statemented pupils whose statement names the school will be admitted irrespective of our admissions criteria.

(b) Over-Subscription

Where applications 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:

- i. Looked after children.
- ii. The children who live within the boundaries of the existing priority admissions area who have a sibling currently attending the school (as defined by the Local Authority in the Primary Education in Essex booklet). The sibling currently attending the school will be attending the school at the point of their sibling's admission to the school. (A map of this area is available from the school)
- iii. Other children living within the priority admissions area.
- iv. Children living outside the priority admissions area with a sibling attending the school.
- v. Children who attend Elmstead Nursery
- vi. Remaining applications

(c) Note

In allocating places, proximity of the child's home to the school, with those living nearest being accorded the highest priority will be the determining factor. Distances are calculated by the Local Authority by use of a Geographical Information System which accurately measures the distance from the home address to the school.

Admissions Years 1 - 6

The Governors have determined that the present admission limit for Years 1 and 2 should be 30 pupils; this is in accordance with Government Legislation. For Years 3, 4, 5 and 6 it will be 32.

Any applications, to take up a place from September of the next academic year, will be dealt with after the 31st May.

Over Subscription Years 1 - 6

The policy set out above will be applied in the event of over subscription to any of the year groups 1 – 6.

