



## GRASMERE SCHOOL

Est. 1625

Grasmere C of E VA Primary School, Stock Lane, Grasmere, Cumbria, LA22 9SJ

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# Admissions Policy 2019/20

Approved 22 Nov 2017 by the Full Governing Body

Review date: Annual

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## Introduction

*Grasmere School is a Church of England voluntary aided primary school situated in the Diocese of Carlisle and is maintained by the Cumbria Local Authority.*

*The school provides a distinctively Christian education.*

*Historically, Anglican schools were parish schools providing education for the community in accordance with the principles of the Church of England. Thus the majority of Diocesan schools were established to provide education for the children of the parish within a Christian context. This two-fold aim of being “distinctively Christian” and “serving the local community” are reflected in the school’s admission criteria.*

*Grasmere is a Voluntary Aided School in which the Governing Body is the Admission Authority and responsible for admissions. It is guided in that responsibility by the requirements of law; the schools trust deed, by advice from the Diocesan Board of Education and its duty to the community and the Common Good.*

*The Published Admission Number for school intake 2019/20 is **10**.*

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# Nursery Admission Policy 2019/20

## Admitting children below compulsory school age - Nursery

If there are too many applicants the same criteria will apply for nursery applications as outlined below for admitting children of school age.

Parents of children in the nursery must apply in the normal way as described below for the transfer to the reception year.

Attendance at the nursery does not guarantee admission in the reception year.

Entrance may be deferred if children are below compulsory school age, so the school place will be held and the child recorded as on roll, so that the place may not be offered to another child. Under deferred entry parents can arrange part time attendance in consultation with the Headteacher before the child starts at the school. However, the place cannot be deferred beyond the beginning of the term after the child's fifth birthday.

All those wishing to attend the school should complete a common application form and return to the school office prior by the deadline for applications.

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## School Admission Policy 2019/20

**A. All applications to be made in writing to the school office and/or online via Cumbria County Council online application system**

**B. Applications are made by the completion of the COMMON APPLICATION FORM**

**C. Date of Admission to the School for 2019/20 is the beginning of the Autumn Term 2019.**

**D. Criteria for Admission:**

Where there are more applications for admission than the indicated admission number stated, the Governing Body/Admission Committee will apply the following criteria in strict order of priority (If the admission number is reached mid-category, applications in that category will be prioritised on the basis of distance of the child's ordinary place of residence to the school building as determined by the County's mapping):

Priority will be given to: -

1. Children who are in Public Care. A child in public care is defined as a child who is looked after by the Local Authority within the meaning of section 22 of the Children's Act 1989 and 'previously looked after children' (which extends to children who have been adopted or have become subject to a child arrangements order. *A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (Section 22(1) of the Children Act 1989) at the time of making an application to a school.* Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Further references to previously looked after children in this Code means such children who were adopted (or subject to child arrangements orders

or special guardianship orders) immediately following having been looked after. Previously looked after children includes children who were adopted under the Adoption Act 1976 and children who were adopted under the Adoption and Children's Act 2002. Child arrangements orders are defined in the Children Act 1989, as amended by the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. The Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2. Children who have physical and/or medical needs living within the ecclesiastical parishes of Grasmere and Rydal, (hereafter the catchment area, a map is supplied together this policy and is available from the school office on request), who would be disadvantaged by travelling to another school. Written evidence from an appropriate professional stating that it was impossible to have their physical needs met by attending another local school would be required for the Governors to consider admission in this category.
3. Children living within the catchment area, having a brother or sister attending our school at the time of their admission giving priority, if necessary, to those children with the youngest siblings. Brothers and sisters are those living at the same address including step, adopted and foster children. Children living within the catchment having a brother or sister attending the school's nursery.
4. The children of parents/carers who are resident within the catchment area or who can give proof that they will be moving into the area prior to beginning at the school. (Parents will be required to provide proof that residence has been established, the purchase of a house, a tenancy agreement or a letter from their employer giving title accommodation within the catchment area).
5. Children whose parents attend at least twice a month a church in membership of Churches Together in Grasmere & Rydal, (who are affiliated to Churches Together in Cumbria and through them to Churches Together in Britain & Ireland).
6. The children of parents/carers who are resident outside the catchment area, on the basis of distance of the child's ordinary place of residence to the school building giving places to those who live closest. (The distance will be measured from the child's front door to the main entrance of the school using the shortest route).

The criteria outlined above will be strictly followed there being one exception. If a child has a Education, Health and Care Plan naming Grasmere Church of England Aided Primary School then irrespective of the criteria the child will be admitted as in these circumstances the Governors have a statutory duty to admit the child concerned.

#### **E. Tie Breaker**

In some categories, where there are more applicants than places available, age will act as a determining factor but unless specified it will be distance. The distance is measured from the child's home front door to the main entrance door of the school. The distance is determined by the shortest walking route by road. The Governors will use the Local Authority measuring system to ensure consistency of measurement. The closest addresses will have priority.

#### **F. Place of residence**

The child's ordinary place of residence will normally be a residential property at which the parent or person or persons with parental responsibility for the child resides at the latest date for receiving applications for admission to the school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will normally be the property at which the child resides with the parent or person or persons with parental responsibility for the greater part of the week.

### **G. Late Applications**

Late applications will be dealt with in accordance with the LA Co-ordinated Admissions scheme and the same oversubscription criteria will apply.

### **H. Waiting List**

The school will keep a waiting list where the children will be ranked in the same order as the published oversubscription criteria, this will be maintained until the end of the first term in the academic year.

### **I. False Information**

1. Where the Governing Body has made an offer of a place at this school on the basis of a fraudulent or intentionally misleading application from a parent, which has effectively denied a place to a child with a stronger claim to a place at the school, the offer of a place will be withdrawn.
2. Where a child starts attending the school on the basis of fraudulent and intentionally misleading information the place may be withdrawn depending on the length of time that the child has been at the school.
3. Where a place or an offer has been withdrawn, the application will be reconsidered and a right of independent appeal offered if the place is refused.

### **J. Appeals against the Governing Body's decision to refuse admission**

1. If a place is not offered at the School parents have the right of appeal to an Independent Appeal Panel formed in accordance with the legislation. Details of the appeals procedure will be sent to parents by the local education authority.
  2. Parents who intend to make an appeal against the Governing Body's decision to refuse admission must submit a notice of appeal within 20 days of receiving the refusal letter.
  3. Parents will be given 10 days notice of the date, time and venue of their appeal in order that they may attend the hearing to present their case, if they so wish
- Normally, appeal hearings will be held within six weeks of the closing date for receiving the notice of appeal.

### **K. Multiple births.**

The Governors will ensure as far as possible that twins, triplets or those children born in the same year are not separated. Such children will be given priority in any particular category.