



# Dean Barwick Primary School

## ***Admissions Policy 2024-2025***

Witherslack, Grange-over-Sands, Cumbria LA11 6RS

Head Teacher: Paul Macfarlane SENCO: Helen Fothergill

Tel: 015395 52298 email: [office@deanbarwick.cumbria.sch.uk](mailto:office@deanbarwick.cumbria.sch.uk)

### **Admissions and transfers**

We admit infants at the beginning of the school year in which they are five. School and parents decide together when the four year old is ready to come full time, but this is often at the start of the school year. Legally, a child must receive a full-time education from the start of the term after their fifth birthday (statutory school age) and whilst for the majority of children this will involve full-time attendance at a school there will be a small minority who may opt to home educate or adopt a flexi-school contract. Children transfer to the secondary school at the age of 11+.

### **Admission number**

Dean Barwick School's published admission number ("PAN") for September 2024 Reception intake is 8 children. This is also the admission limit for all the other year groups in the school.

### **Closing date for applications**

The closing date for applications for September 2024 entry is 15<sup>th</sup> January 2024. Applications can be made online at: [www.cumbria.gov.uk/schooladmissions](http://www.cumbria.gov.uk/schooladmissions) or by using form SA1, which can also be downloaded from the website, as well as other parental information. In-year applications should be made directly to the Headteacher of Dean Barwick Primary School.

### **Admissions Policy**

The Governors of Dean Barwick School are the "Admissions Authority" for Dean Barwick School ("The School"). It is an expectation of Governors that the parents and the pupils entering the School will sign and adhere to the Home / School Agreement, and will be able to demonstrate a commitment to the ethos and values of the School.

### **All children will be admitted unless there are more applicants than places.**

If at any time there are more applicants than places available, children will be admitted in the following order of priority, which will be applied in conjunction with the notes below:

1. Children looked after and who were previously looked after including those looked after previously outside England, i.e. in public care, giving priority, if necessary, to the youngest child(ren) (see note 1 below);
2. Children living in the catchment area who have brothers or sisters in the School at the time of their admission (see note 2 below);
3. Other children living in the catchment area (see note 3 below);

4. Children of staff employed by the School either on a permanent contract of 0.6 FTE or above for two or more years or recruited to fill a vacant post for which there is a demonstrated skills shortage at the time when their application for a school place is made;
5. Children living outside the catchment area who have brothers or sisters in the School at the time of their admission (see note 2 below);
6. Children living outside the catchment area (see note 3 below).

**Note 1** – “A child looked after” is a child in public care, who is looked after by a local authority within the meaning of section 22 of the Children Act 1989. “Children previously looked after” are children who were looked after, but have ceased to be so because they were adopted (under the terms of the Adoption and Children Act 2002) or became subject to a Child Arrangements Order or Special Guardianship Order (Children Act 1989). The provision to give the highest priority to looked after and previously looked after children applies to all children who have been adopted from local authority care.

**Note 2** - If it is necessary to prioritise in categories 2 or 5, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children. In the event of a tie-break priority to admission will be given in the following order:

- a) Children who have one or both parents on the roll of St. Paul’s C.E. Church, Witherslack;
- b) Children who live nearest to the School using the Local Authority’s computerised Geographical Information System (GIS). This measures the route from the centre of the pupils’ home to the nearest entrance on the school site, which is available to pupils at the time of undertaking the assessment. The route used will be the shortest route by road as identified by GIS at that time.

**Note 3** - if it is necessary to prioritise admission in any category 3 or 6, priority will be given as follows:

- a) Children who have one or both parents on the roll of St. Paul’s C.E. Church, Witherslack;
- b) Children who live nearest to the School using the Local Authority’s computerised Geographical Information System (GIS). This measures the route from the centre of the pupils’ home to the nearest entrance on the school site, which is available to pupils at the time of undertaking the assessment. The route used will be the shortest route by road as identified by GIS at that time.

Applications will be prioritised using the above criteria. An exception will be made if a child has an Education, Health and Care Plan naming Dean Barwick School, as in these circumstances the Governing Body has a statutory duty to admit the child concerned.

### **The catchment area**

A map of the catchment area is available from the School or the Local Authority.

### **Address of Pupil**

The address on the application form must be the one where the child normally lives at the time of application. Where a child lives at more than one address the home address is to be the one where the child sleeps and thus wakes up for all or the majority of the school week. Where there is any doubt the Governors reserve the right to verify the information provided by the parent(s), for example, through the GP or the child benefit address.

### **The Right of Appeal**

Applicants refused a place have a right to appeal to an independent appeal panel and in the first instance this should be submitted to the Clerk of the Governors within 20 school days of the date of the refusal letter. Parents should note that if a place is allocated at the School on the basis of information provided by them and that information later proves to be inaccurate, the offer might be withdrawn. The Governors also reserve the right to seek verification of any information provided by parents, including proof of residency.

### **Waiting list**

Following the allocation of places on “National Offer Day” (March 2023) the Local Authority will re-allocate any places which become available as a result of parents not wishing to take up their offer. These places will be reallocated after “Reallocation Day” (May 2023). After this the parents of any child who has been refused admission can ask at the School for their name to be placed on the waiting list. Any vacancies which arise will be allocated using the Governing Bodies oversubscription criteria shown above; length of time on the waiting list is not a factor. A waiting list will also be held for other year groups and the oversubscription criteria will be applied to all applicants.