



Swinemoor Primary School

Admissions Arrangements: Policy and Procedure

Swinemoor Primary School follows the Local Authority's Admission Policy, which does not permit sex, race, colour or disability to be used as criteria for admission.

Introduction

Our governing body applies the regulations on admissions fairly and equally to all those who wish to attend this school. This policy conforms to the regulations that are set out in the Education Act (2011) and are further explained in the statutory School Admissions Code of Practice (Sept 2021)

Aims and objectives

We seek to be an inclusive school, welcoming 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 adopt the procedure set out by the local authority, as stated on the school website. It is our wish for parents to find a place for their child at the school of their choice. However, this is not always possible, due to excess demand on the places available. A child's level of ability is irrelevant to this school's admissions policy, as are any special needs the child may have.

How parents can apply for their child to be admitted to our school

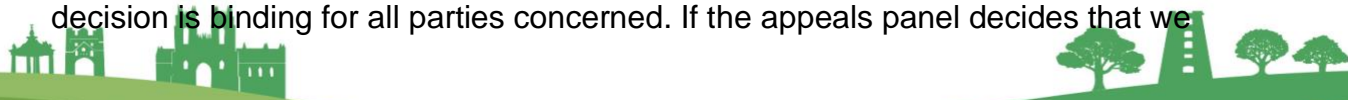
Our school is a community school, and it determines the admission arrangements in agreement with the local authority (LA). The Admissions Authority for our school is therefore the LA, which publishes its entry regulations every year. Parents can receive a copy of these regulations directly from the LA.

The LA's annual admissions prospectus informs parents how to apply for a place at the school of their choice. Parents have a right to express their preference, but this does not, in itself, guarantee a place at that particular school. Application should be made on a form that can be obtained from the Local Education Department, and should be returned by the date stipulated on that form. The admissions team will notify parents of the decision as soon as all the applications have been considered. In this area, children enter school at the start of the academic year in which they become five. There is one admission date per year, early in September (i.e. when the autumn term begins). Therefore, parents who would like their child to be admitted to this school during the year their child is five should ensure that they return the necessary application form in time.

Admission appeals

If we do not offer a child a place at this school, this will be because to do so would prejudice the education of other children by allowing the number 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 LA. An independent panel considers all such appeals, and its decision is binding for all parties concerned. If the appeals panel decides that we





should admit a child to whom we had refused a place, then we will accept this decision and continue to do all we can to provide the best education for all the children at our school. (Further details of appeal arrangements are set out in the revised Code of Practice on School Admissions Appeals, which came into force in September 2021)

The standard number (CAN – Current Access Number)

The 'standard number' is the number of children the LA considers the school can accommodate, this limit is currently set at 30 in Years 1 and 2, and 32 in all KS2 classes. We keep this number under review, and the governors will apply to change the number if circumstances change. Our PAN (Pupil Admission Number) is currently set at 40 but from September 2024 it will be reduced to 30. This is the number of pupils that can be admitted to school in the Reception year.

Sizes of classes for infants

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

Monitoring and review

This policy will be monitored by the governing body, who will always take due note of the guidance provided by the School Admissions Forum.

The policy will be reviewed annually, or earlier in the light of any changed circumstances, either in our school or in the local area.

Feb 2024

