

St Martin's Church of England Primary School ADMISSION POLICY

For admission to Nursery 2015-16

St Martin's is a Church of England Primary School, founded on Christian principles and with a Christian ethos that underpins all that happens in the school. We expect that everyone who attends will be supportive of the Christian foundation of the school. However this does not mean that all our pupils come from a Christian background, and children regardless of faith are warmly welcome to apply.

PAN¹: There are 90 part time places available in Nursery each year, Nursery comprises of two sessions (morning and afternoon).

Oversubscription Criteria

In the event that there are more applicants than places available all places will be allocated on the basis of the following oversubscription criteria, which will be applied in this order:

1. A looked after child² or a child who was previously looked after but immediately after being looked after became subject to an adoption residence, or a special guardianship order.
2. Children who suffer from a long-term medical or psychological condition, which makes it necessary for them to attend St Martin's CE Primary School. This would be applied in exceptional circumstances. Applications must be accompanied by medical evidence from a GP or Hospital Consultant, which would need to prove why the reason/s for this is exceptional.
3. Children who have a member of the immediate family who suffer from a long term medical or psychological condition, which makes it necessary for them to attend St Martin's CE Primary School.

This would be applied in exceptional circumstances. Applications must be accompanied by medical evidence from a GP or Hospital Consultant, which would need to prove why the reason/s for this is exceptional.

4. When deciding between applicants who, ostensibly, have equal entitlement under the above criteria, the Governors will have regard to the proximity of the applicants' homes to the school and priority will be given to applicants who live closest to the school. In the event of a tie due to the exact same distance measurement, or for multiple applicants with the same date of birth when only one place is available, allocation will be made by random allocation i.e. lottery. This will be done in the presence of an independent witness.

¹ Published Admission Number

² Within the meaning of paragraph 1.7 of the School Admissions Code published on 1 February 2012.

Waiting List

If St Martin's CE Primary School cannot offer a place you will be offered the opportunity of placing your child's name on the waiting list. The Academy Trust will maintain this waiting list for one year in the order of the oversubscription criteria and not in the order in which the applications are received.

Distance calculations

Distance will be measured in a straight line from the child's home address (including flats) to the school office, using a computerised measuring system, with those living closer to the school receiving higher priority. In the case of two children having the same distance random allocation will be used.

The distance will be measured to the doors of new entrance for St Martin's CE Primary School.

Applicants from the same block of flats, or applicants who live the same distance from the school will be selected in random order and places will be offered accordingly.

For this purpose, the address of an applicant is the permanent domestic address of the parents. Business addresses are not acceptable. If your child does not live with both parents, it is the address of the parent, guardian or carer with whom the child lives permanently or for the greater part of the week. If access is equal then it is the address of the parent, guardian or carer which you have nominated in connection with this application.

Withdrawal of Places

If the school and/or Academy Trust are given false or misleading information, the Academy Trust reserves the right to withdraw the offer of a place to the child.

Applications

Applications for admissions into the Nursery must be made through St Martin's CE Primary School direct. Applications received will be passed on to St Martin's CE Primary School's Governing Body and the Admissions Committee will process the application. If a place is available, an offer will be made to

the family. If there are no places available this will be conveyed to the family and they will be placed on a waiting list.

Casual Admissions

The Oversubscription Criteria will be applied if casual vacancies arise during the school year and there are more applicants than places.

Appeals Procedure

Parents do not have the right of appeal against a decision not to admit a child to a nursery class.