



Folkestone

St Mary's Church of England

Primary Academy

Policy for Admissions to Nursery 2017/2018

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All Academy Policies should be read in conjunction with the Academy's Equality Plan

Introduction

This policy explains the procedures for applying for a place and the way the academy prioritises applicants when the nursery is over subscribed. For details about the school itself please visit our web site at www.stmarysfolkestone.com or ring 01303 251390 to make an appointment to visit the academy.

St Mary's has a Church of England Christian foundation but we would like to emphasise that we welcome applicants from families of all religious faiths and those who have no belief. We do however regard religious education as a very important subject which is used to inform the children about the various faiths-particularly Christianity -so that our children are well informed when they become adults and equipped to reflect on the wider and deeper aspects of life. Our assemblies always include Christian worship and we use this to help children learn core values for wider life such as caring for others and a sense of social responsibility.

In the school year 2017/18, our planned admission number is 52 sessional places.

Prospective parents are advised to read this section very carefully, as the nursery may be oversubscribed and the Governing Body regrets that it may be unable to offer places to all applicants.

The school serves principally the East Cliff area of Folkestone, but is happy to admit children from a wider geographical area.

The size of the school building restricts the number of children the school is able to admit and the Governors are unable to offer more than 52 sessional nursery places

1. How to apply for a place

All parents who wish their children to attend St. Mary's nursery during the academic year 2017/18 should contact the school office and complete a Nursery register of interest form as soon as possible prior to their child becoming eligible for Nursery education as currently provided by the school.

All parents are required to complete a formal application form and provide any other necessary information before their child joins the nursery.

The number of applications may occasionally exceed the places available at any time in the year and in this case the child will be placed on the nursery waiting list.

In the event that a child is placed on the waiting list, the admissions policy does not take account of how long a child has been registered, but it provides the criteria to enable applications to be placed in an order of priority.

The Academy's waiting list will be reranked in line with the published subscription criteria every time a child is added.

Before the application of oversubscription criteria, children with a statement of special educational need, which names the school, will be admitted.

Health and Special Access Reasons - Medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment, or that of their parent(s), means they have a demonstrable and significant need to attend a particular school. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and the particular school.

Subject as above, the criteria for prioritising admissions are as follows:-

1. Children in Local Authority Care or formally in Local Authority care— a child under the age of 18 years for whom the local authority provides accommodation by agreement with their parents/carers (section 22 of the Children Act 1989) or who ceased to be so because they were adopted or who is the subject of a care order under Part IV of the Act.
2. Children who are on the Kent Social Services Child in Need Register or on the Kent Social Services Child Protection Register
3. Children with brothers or sisters in the school at the time of entry.
4. Other applicants. These applicants will be prioritised according to proximity of residence. We use the distance between the child's permanent home address and the school, measured in a straight line using Ordinance Survey address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by the Ordinance Survey. The same address point on the school site is used for everybody. These straight line measurements are used to determine how close each applicant's address is to the school.

2. Definitions and Interpretations

The Governors agreed upon the following definitions and interpretations:

- (i) In this context, brother or sister means children who live as brother or sister in the same house, including natural brothers and sisters, adopted siblings, step brothers or sisters and foster brothers and sisters.
- (ii) A pupil's home address is considered to be a residential property that is the **child's only or main residence** and not an address at which your child might sometimes stay or sleep due to your own domestic or special arrangements. The address must be the pupil's home address on the day you completed your application form and which is either:
 - owned by the child's parent, parents or guardian, OR

- leased to or rented by the child's parent, parents or guardian under a lease or written rental agreement.

If you live separately from your partner, but share responsibility for your child and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of weekdays.

A block of flats has a single address point reference, so applicants living in the same block will be regarded as living the same distance away from the school. In the unlikely event that two or more children live in the same block and in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.

Children in the care of the local authority are defined by the Governors as a child under the age of 18 years from whom the Local Authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is subject of a care order under Part IV of the Act.

3. Unsuccessful Applicants

Unsuccessful applicants are notified in writing. Unsuccessful applicants who wish to appeal should contact the school where they will be advised of the next steps they should take in order to lodge an appeal.

4. Further Points

Prospective applicants are advised to study the map on our school website, which indicates the geographical area in which our pupils live. This will help individuals to decide if their child is likely to gain a place under the proximity of residence criteria.

After a place has been offered, the school reserves the right to withdraw the place in the following circumstances:

1. When a parent has failed to respond to an offer within a reasonable time; or
2. When a parent has failed to notify the school of important changes to the application information; or
3. The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.