



ADMISSIONS POLICY

**SPRING COMMON ACADEMY TRUST
AMERICAN LANE, HUNTINGDON, CAMBRIDGESHIRE. PE29 1TQ**

Children are legally entitled to a place in school at the beginning of the term after their fifth birthday. The LEA has adopted a general policy however whereby children can be admitted at the start of the term during which they become five if their parents so wish and at this age they are known as 'rising-five'.

The Governing Body of Spring Common Academy Trust has been able to improve the provision in order to meet the local authority's criteria and has received permission to admit children younger than rising-five on the following basis:

Spring Term rising-fives to be admitted from the previous September.
Summer Term rising-fives to be admitted from the previous January.

It is Spring Common Academy Trust's policy to phase in the attendance of children younger than rising-five during the term in order to take account of the individual needs of the children.

Admissions Procedure

Each school has a published "Number Intended to Admit" (NIA) in the 'Primary Education Booklet'.

Priority for admission to the school up to the NIA are on the following criteria:

1) To children whose normal place of residence is in the catchment area of the school in the following order of priority:

a) Children with brothers or sisters attending the school at the date of admission.

b) Children living closest to the school by the shortest available walking route (with the proviso that priority may be given to a catchment area child living further away if this is the nearest or only reasonably accessible school.

2) To children whose normal place of residence is outside the catchment area of the school who have brothers or sisters attending the school at the date of admission.

3) To children whose normal place of residence is outside the catchment area of the school, living closest to the school by the shortest walking route.

Exceptional medical circumstances are considered on an individual basis.

The LEA may give priority to a pupil who has special needs for admission

to a school, which, in the view of the LEA, has specialised facilities designed to meet those needs.

ADMISSION TO NURSERY CLASSES

The Local Education Authority have devised the following criteria to be used in the event of there being more applicants than there are places available:

Places should be offered to children whose normal place of residence is in the catchment in the following order:

1. Children with one term to go in nursery before entering the reception class.
2. Children with two terms to go in nursery before entering the reception class.
3. Children with three terms to go before entering the reception class.

In the event of two children having equal priority within one of the criteria the place should be allocated by date of birth (oldest first), with distance from the school (nearest first) as final tie breaker if necessary.

The Local Education Authority reserves the right to give priority for admission to a child with exceptional social, medical or educational needs.

PROCEDURES: APPLICATION FOR PLACES

Catchment area admissions are dealt with by the school in the normal way.

APPEAL MECHANISM

where parents are unsuccessful in securing a place at their preferred school the arrangements for an appeal within the terms of the 1996 Education Act apply:
Policy Review

This policy will be reviewed in the light of any new LEA directives on admissions policy.

Policy agreed on: MARCH 2008

Signed on behalf of the Trustees _____

Committee: _____

Author: _____

Review date (optional): _____

Website **Y**/N