



# Federation of Shevington Primary Schools

## **Millbrook and Shevington Vale Primary Schools**

### Admissions Policy

- 1.1 Our governing body applies the regulations on admissions fairly and equally to all those who wish to attend this school. The School Standards and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This was later revised in the Education Act of 2002. Our Admissions policy conforms to the regulations that are set out in that Act and are further explained in the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice. These were revised in January 2003 and come into force in September 2004.
1. We seek to be an inclusive school, welcoming children from all backgrounds and abilities.
  2. All applications will be treated on merit, and in a sensitive manner.
  3. 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 below to determine whether a child is to be accepted or not. 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.
  4. A child's level of ability is irrelevant to our school's admissions policy, as are any special needs the child may have.
1. Our school is a community school, and it determines the admission arrangements in agreement with the LEA. The Admissions Authority for our school is therefore the LEA, which publishes its entry regulations every year. Parents can receive a copy of these regulations directly from the LEA.
  2. The LEA'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 online via the local authority website and should be submitted by the date stipulated. The LEA will notify parents of the decision as soon as all the applications have been considered.
  3. 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 complete the online application by the specified date on the Wigan Admissions website.

4. The criteria for the allocation of places, in line with Wigan Council procedures is:

1. *Children in public care when preferences are expressed and who are still in public care at the time of their admission to school, and those who have been previously looked after, then;*
2. *Children for whom the Local Authority accepts that there are exceptional medical, social or welfare reasons which are directly relevant to the school concerned, then;*
3. *Children with older brothers and sisters attending the school when the younger child will start, then;*
4. *Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority.*

1. 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.
2. If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LEA. 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 comes into force in September 2004.)

5. The 'standard number' is the number of children the LEA considers the school can accommodate per year group. At Shevington Vale we keep our admissions number under review, and the governors will apply to change the number if circumstances change.

- 6 We teach EYFS/KS1 pupils (aged four to seven) in classes that have a maximum number of 30 children. If a cohort is full then only the Local Education Authority can issue a place at our school through the appeals process. The Local Education Authority would have to deem there to be exceptional circumstances for a place to be granted.
- 7 This policy will be monitored by the governing body and reviewed every two years, or earlier in the light of any changed circumstances, either in our school or in the local area. The policy will always take due note of guidance provided by the local Admissions Team

**Date: September 2024**

**Review: September 2026**