

ALPINGTON & BERGH APTON CHURCH OF ENGLAND V.A. SCHOOL

ADMISSIONS POLICY

COMPILED BY: Mrs T Osborne

APPROVED BY THE GOVERNORS: September 2016

DATE FOR REVIEW: September 2017

Admissions Policy

The governing body of this VA school follows Norfolk's Admission Policy:

By law, children must start statutory education full-time at the beginning of the term following their fifth birthday. Parents are entitled to defer their admission or request that their child attend on a part time basis, however the child must start school on a full time basis no later than the beginning of the term after their fifth birthday. The place must be taken up by the start of the summer term. (NB: this is accurate at the time of writing, first admission to school is currently under review by the DfE)

The governing bodies of Voluntary Aided schools manage their own admissions. If an own admission authority school is oversubscribed, details of all preferences cast for the school will be forwarded to the governing body so that their oversubscription rules can be applied. Parents will be advised to complete a supplementary application form or forward appropriate additional information as required by those own admission authority schools that require this to apply their oversubscription rules

Oversubscription rules for Alington & Bergh Apton CE VA Primary

The school's admission number is 15.

If there are more applications for places than there are places available, the authority will give preference to children living nearest to the school (using the "crow fly" distance measurement), according to the following rules in this order of priority:

1. Children with a statement of special educational needs naming the school;
2. Looked after children (children in public care);
3. Children who live within the catchment area and have a brother or sister attending the school at the time of their admission;
4. Children who live within the catchment area and whose parents are regular attendees (at least once a month) of a church and desire a church school education for their children. (Governors reserve the right to see a reference to this effect from the church's minister.);
5. Children who live within the catchment area and have no brother or sister connection with the school;
6. Children who live outside the catchment area and have a brother or sister attending the school at the time of their admission;
7. Children who live outside the catchment area and whose parents regularly attend church and desire a church school education for their children. (Governors reserve the right to see a reference to this effect from the church's minister.);
8. Children who live outside the catchment area and have no brother or sister connection with the school.

Who is defined as a brother or sister?

When we apply the oversubscription rules, the term 'brother' or 'sister' means: brothers or sisters living at the same address including adopted children, step-brothers, step-sisters and children in foster care within a family unit.

What happens if parents live at separate addresses?

Where a child lives with separated parents who have shared responsibility, each for part of the week, the home address will be considered to be the address that the child lives at for most of the week (including weekends). We will expect evidence to support this at the time of application. In cases where the child spends an equal proportion of the week with both parents, evidence of the main contact address and which parent receives the child benefit will be required to support the application.

Admissions - how to apply for a place at the school.

Parents of rising fives wishing to apply for a place at our school must complete a common application form either online at www.admissionsonline.norfolk.gov.uk or by a paper form which must be returned direct to the Local Authority at County Hall by 15th January 2016

Admissions
8th Floor
County Hall
Martineau Lane
Norwich
NR1 2DL

Tel 0344 800 8020

The Local Authority will then co-ordinate the first admission process so that one offer of a school place is made to parents on 18th April 2016.

Appeals Procedure

If your request for your preferred school is refused you have the right of appeal to an independent panel. Information about how to appeal will be sent to you with your refusal letter. The closing date for appeals is 16th May 2016, a mini admissions round to consider changes is 23rd May 2016, appeals hearings will be in June/July 2016.

2016 Norfolk in Year co-ordination scheme

Timetable for In-year Admissions:

We expect transfers to take place at the beginning of each school term

- 31 October for a transfer at the beginning of the spring term (i.e. after Christmas)
- 28 (29) February for a transfer at the beginning of the summer term (i.e. after Easter)
- 31 May for a transfer at the beginning of the autumn term (i.e. after the summer holiday)
- Late applications will be accepted until the beginning of the autumn term (i.e. after the summer holiday)

Applications will be considered in advance of the published timetable where families can demonstrate that there are exceptional reasons why an earlier transfer is required. Where the Local Authority and the relevant admission authority accepts that there is sufficient evidence and all parties support an earlier transfer the application will be considered without delay.

Applications will be considered immediately when families have moved a distance which makes travel to the current school unreasonable (more than statutory walking distance from

the current school and no existing home to school transport available to support continued attendance at the current school).

In year application for places require parents to contact Admissions at County Hall, tel. 0344 800 8020, or email: admissions@norfolk.gov.uk. Parents are free to contact the school in the first instance to enquire about availability and to view the school. 01508 492700, or email office@alpington.norfolk.sch.uk

Moving to secondary education

At the end of Year 6 children will usually transfer from this school to either Loddon Hobart High School or Framingham Earl High School although some parents may choose schools further afield. Some children also transfer to the independent sector at eleven. We have close links with both feeder high schools and our pupils have the opportunity to participate in activity sessions prior to transferring to their new high school. Every effort is made to ensure children feel confident when they leave us to begin their next school.