

Bolton on Swale St Mary's Church of England  
(Voluntary Aided) Primary School

<i>Policy Title: Admissions to Bolton on Swale</i>		<i>Authorised By: The Governing Body</i>	
<i>Admissions 2017 -2018</i>			
<i>Due for Review: November 2017 (reviewed annually and consultation every 7 years; due 2018)</i>			

**Bolton-on-Swale St Mary's CE (Aided) Primary School  
Admissions Policy 2017-2018**

The Governors and staff of Bolton on Swale St Mary's Church of England Primary School are committed to serving the needs of the community and admission to the school is open to all.

*The governing body of this school is required by Section 324 of the Education Act 1996 to admit to the school a child with a statement of special needs that names the school. This is not an oversubscription criterion. This relates only to children who have undergone statutory assessment and for whom a final statement of special education needs (SEN) has been issued.*

If the number of applicants exceeds the Maximum Admission Limit (MAL) of 14, after the admission of children where the school is named in the statement of special educational needs (SEN) the following oversubscription criteria will apply.

In the event of more children qualifying in any criterion band than there are places available, governors will allocate school places according to the farthest distance from home to the next nearest school.

Following receipt of applications to the school, the following criteria will be applied to all applications; irrespective of the priority choice school has been given.

1. Children in public care: first priority will be given to looked after children.
2. Children the Local Authority believes have special social or medical reasons for admission **or** where it is deemed that the enhanced special educational needs provision available at that school is the most appropriate provision to meet the child's needs. A letter from the child's GP or social worker will be needed to confirm the needs will be required.

3. Children who have brothers or sisters (including step brothers/sisters and children living as siblings in the same family unit) who are on the school's roll on the date of the pupil's actual admission to school.

4. Children of practising Anglicans, whose commitment to the Church of England is confirmed in writing by a priest or religious minister. This commitment should be evidenced by evidence of attendance at church. If applying on this basis, please complete the supplementary application form which is available from the school and **return directly to the school.**

5. Children of practising Christians whose commitment is confirmed in writing by a priest or religious minister. This commitment should be evidenced by evidence of attendance at church. If applying on this basis, please complete the supplementary application form which is available from the school and **return directly to the school.**

6. Any other children.

Distances will be measured by a straight line distance from the front door of the school to the front door of the home.

The official maximum number of admissions agreed with the Local Authority is 14.

Appeals:

Appeals against the Governors' decision must be lodged with the Clerk to the Appeals Committee within 14 days of receiving the notice that a place has not been offered for a child. Parents have a statutory right to an appeal.

Appeals forms are available from the school office.

The school will operate its Admissions Policy in line with the North Yorkshire co-ordinated Admissions practice and Application forms for this purpose are available from North Yorkshire County Council; Admission packs are available from school also. Applications may be made electronically.

- **Admission of children below compulsory school age**
- Children who are offered a Reception place in the school will be able to start school in the September following their fourth birthday.
- Parents may request that the date their child is admitted to the school is deferred until later in the same school year or until the child reaches compulsory school age in that school year.
- Parents may request that their child attends part-time until the child reaches compulsory school age.
- Requests for a child to start their schooling on a part-time basis or to defer the start until they reach compulsory school-age should be addressed to the Headteacher.
- Compulsory school age is the beginning of the term following the child's fifth birthday

- **Deferred entry to primary schools**
- Parents of children who are offered a place at the school before they are of compulsory school age may defer their child's entry until later in the school year. Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year for which application was made.
- It should be noted, however, that such children will only be allowed to start at the beginning of a term.
- Parents may not defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the beginning of the summer term of the school year for which the original application was accepted.

When all available places have been allocated, the school will operate a waiting list which will be kept open for the remainder of the academic year for which application was made. Parents/Carers will need to make a request to school for their child to be added to this list. Late entries will be added to this list also. Waiting lists will be maintained in order of the oversubscription priorities.

As a Voluntary Aided school, we issue a supplementary form to those applying on the basis of being practising Anglicans/Christians. A copy is attached to this policy.

**Supplementary Application Form for those applying to  
Bolton-on-Swale St Mary's Church of England (Aided) Primary School on the  
basis of being practising Anglicans (or of other Christian denominations)**

The attached form should be completed by your minister and returned directly to the school by yourself.

**Your child**

Full Name \_\_\_\_\_ Sex (M/F)

Date of Birth \_\_\_\_\_

Parent(s)/Guardians' Names \_\_\_\_\_  
\_\_\_\_\_

Permanent Address  
\_\_\_\_\_  
\_\_\_\_\_

Your Church's name \_\_\_\_\_

What are your child's links with this church?  
\_\_\_\_\_

What are your links with this church?  
\_\_\_\_\_

- ***For completion by rector/vicar/minister***

Name of Church/Sunday School regularly attended by child(ren) and / or parents  
\_\_\_\_\_

Further comments that might be helpful in assisting the Governors in applying the Admission criteria on the basis of faith.

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**If you have a Baptism Certificate for your child please attach a copy of this also.**

Please note Under the terms of the Appeals Procedure parents wishing to appeal have the right to see all correspondence relating to their application for admission.

Signature (Rector/Vicar/Minister) .....

Date .....

Name: (please print) .....

**It is the parent/guardian's responsibility to return this form directly to school.**