



**High Bank Junior Infant and Nursery School
Admissions Policy**

Review: January 2019
Next review: January 2020

ADMISSIONS POLICY

Introduction

The Governing Body of High Bank Junior, Infant & Nursery School 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 came into force in September 2004. They have been further amended in September 2008.

Aims

- We seek to be an inclusive school, welcoming children from all backgrounds and abilities.
- All applications will be treated on merit, and in a sensitive manner.
- 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 in order 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.
- A child's level of ability is irrelevant to this school's admissions policy, as are any special educational needs the child may have.

How parents can apply for their child to be admitted to our school

- Our school is a community school, and it determines the admission arrangements in agreement with the Local Authority (LA). The Admissions Authority for our school is therefore the LA, which publishes its entry regulations every year. Parents can receive a copy of these regulations directly from the LA.
- The LA's annual admissions prospectus informs parents how to apply for a place in 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. Applications should be made online and should be returned by the date stipulated within the system. The LA will notify parents of the decision in line with the national offer timetables.

- 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 in September. 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 necessary online application form by the 15th January 2019. (for consideration for admission in September 2019)
- There are 20 places available in our Nursery class. Part time children attend Nursery from 8.50am to 11.50am or 12.30pm to 3.30pm. Parents are asked to register for a place by calling into school with a birth certificate for verification. School will inform parents when their child is due to start part time education. Parents are then invited to a new parents meeting, visits to Nursery with their child and also offered a home visit. Children are admitted in 3 intakes - September, January and April according to their age. 1 April to 31 August = September. 1 September to 31 December = January. 1 January - 31 March = April.
- 30 Hour free childcare for 3 year olds. We currently offer upto 8 places for our Nursery pupils who have a 30 hour eligibility code.
- Unfortunately, children attending our Nursery are not necessarily guaranteed a place in our Reception class.

The Standard Number

The standard number is the number of children the LA considers the school can accommodate. The standard number for our school consists of 20 children in each year group and 20 Full Time Equivalent in Nursery.

Admission Appeals

- If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent appeals 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 came into force in September 2004.)

Monitoring and Review

This policy is reviewed annually by the Governing Body, which delegates responsibility to the Resources Committee.