

The Priory Parish C of E Primary School



Admissions Policy 2024 - 2025

Priory CE Primary School Admission Policy 2024 to 2025

Parents should be aware before applying that in this school RE, collective worship and our whole ethos are based on the teachings of the Church of England. Applications for admission to the school should be made on the common application form enclosed with the Local Authority's brochure between 1 September 2024 and January 2025.

Applications may also be made on-line. It is not normally possible to change the order of your preferences for schools after the closing date. Letters informing parents of whether or not their child has been allocated a place will be sent out by the Local Authority in April 2025. Parents of children not admitted will be informed of the reason and offered an alternative place by the Local Authority. The number of places available for admission to the Foundation 2 class in the year 2024 to 2025 will be a maximum of 30. This arrangement follows consultation between the governing body, the Diocesan Board of Education, Local Authorities and other admissions authorities in the area. The governing body will not place any restrictions on admissions to the Foundation 2 class unless the number of children for whom admission is sought exceeds this number. By law, no infant class may contain more than thirty children (unless certain specified exceptions are met).

The Governing Body operates a system of equal preferences under which they consider all preferences equally and the Local Authority allocates places according to its policy. In the event that there are more applicants than places, the Governing Body will allocate places using the following criteria, which are listed in order of priority:

1. Looked after children and previously looked after children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
2. Children with special medical or social circumstances whose needs can only be met at this school. (see note a)
3. Children whose parents are faithful and regular worshippers in the Parish Church of Christ the King, Birkenhead or The Priory Chapel. (see note b)
4. Children who have a sibling in school who will be attending school the following academic year. (see note c)

5. Children whose parents are faithful and regular worshippers in a neighbouring Anglican Church for whom this is the closest Church of England School, measuring the distance from home to the school gate nearest to the child's home using the shortest road route unless it is possible to use a footpath which we consider to be a safe walking route. (see note b)

6. Children whose parents are faithful and regular worshippers of another Christian denomination, as recognised by Churches Together in Britain and Ireland and for whom this is the closest Church of England school, measuring the distance from home to the school gate nearest to the child's home using the shortest road route unless it is possible to use a footpath which we consider to be a safe walking route. (see note b)

7. Children whose parents are faithful and regular worshippers in other religious faiths. (see note b)

8. Children who live nearest to the school, measuring the distance from home to the school gate nearest to the child's home using the shortest road route unless it is possible to use a footpath which we consider to be a safe walking route.

If there are not enough places to admit all applicants meeting any one criterion, the governors will apply the subsequent criteria, in order of priority, to all these applicants.

Notes (a) Professional supporting evidence from eg. a doctor, psychologist, social worker, is essential if admission is to be made under the criterion for special medical or social circumstances and such evidence must set out the particular reasons why the school is the most suitable school and the difficulties which would be caused if the child had to attend another school.

(b) By "faithful and regular" we mean attendance at a minimum of one service per month for at least six months prior to the closing date for applications. A letter from your incumbent or minister or other officer will be required as proof of attendance.

In the event that during the period specified for attendance at worship the church [or, in relation to those of other faiths, relevant place of worship] has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church [or in relation to

those of other faiths, relevant place of worship] or alternative premises have been available for public worship”.

(c) A parent is any person who has parental responsibility or care of the child. Where admission arrangements refer to a “parent’s attendance at church”, it is sufficient for just one parent to attend.

(d) Siblings include step, half, foster, adopted brothers and sisters living at the same address and full brother and sister living apart.

(e) All children with birthdays between 1 September 2016 and 31 August 2017 are admitted in September. For children with a birthday after Christmas or after Easter parents may defer entry until later in the year and the headteacher should be consulted if this option is being considered.

(f) A place at our pre – school does not give a child an automatic place into F2. Please ensure you follow the steps outlined above.

Children with statements Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a Statement of Special Educational Needs that names their school.

Admissions Information

In September 2023 the school admitted 27 children.

Late applications for admission

Where there are extenuating circumstances for an application being received after the last date for applications and it is before the governors have established their list of pupils to be admitted, then it will be considered alongside all the others. Otherwise, applications which are received after the last date will be considered after all the others.

Address of pupil

The address used on the school’s admission form must be the current one at the time of application. If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, the current-at-the-time-of-application, normal address of the child will be the one used. This will normally be the one where the child wakes up for the majority

of Monday to Friday mornings. Parents may be asked to show evidence of the claim that is being made for the address, eg. utility bills of various sorts showing the child's address as the one claimed. Where there is dispute about the correct address to use, the governors reserve the right to make enquiries of any relevant third parties, eg. the child's GP. For children of UK service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

In year admissions

The Local Authority coordinates in year admissions and parents should refer to its coordinated scheme for details.

Appeals

Where governors are unable to offer a place because the school is oversubscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act 1998, as amended by the Education Act, 2002. Parents should notify the clerk to the governors within 28 days of receiving the letter refusing a place. Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days notice of the place and time of the hearing. If your child was refused a place in Foundation 2 or Key Stage 1 because of government limits on class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was one that in the circumstances no reasonable governing body would have made, or that your child would have been offered a place if the governors' admission arrangements had been properly implemented. Please note that this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school.

A waiting list of children who have not been offered a place will be kept and will be ranked according to the admission criteria. Parents will be informed of their child's position on the waiting list which will not be operated for longer than the end of the autumn term.

Fraudulent Applications

Where the governing body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent (for example a false claim to residence or of involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then the governing body is required to withdraw the offer of a place. The application will be considered afresh and a right of appeal offered if a place is refused.

Deferred admission

If your child is due to start school during the next academic year, it is important that you apply for a place for September. If your child's fifth birthday is between the months of September and December, then, if you wish it, admission may be deferred until January; if it is between January and April, then admission may be deferred until the start of the summer term though it is likely to be in your child's interest to start no later than January.

Twins

Where there are children of multiple births wishing to be admitted and the sibling is the 30th child, the governors may admit over the infant class requirement if it is possible to do so.

Admissions to the Language Base

Children from schools within Wirral may be admitted to the unit subject to the availability of places (10 in total). Such admissions can occur at any time during the school year. Where an inquiry regarding a place is received from either a parent or the child's current school, the child and his/her parent will be invited to view the unit. The responsibility for admissions to the Language Unit rests with the Local Authority.

Admissions to Pre School

Any applications for Pre School should be done via the school office. This is done on a first come basis.

Attendance at our Pre School does not automatically guarantee a place in our F2 class. You must fill in the Wirral admissions form as described above.