

# Policy on Admissions

## MUGGINTON CofE PRIMARY SCHOOL

Reviewed	<i>4<sup>th</sup> December 2017</i>
HT	J Green
CoG	D Walton
Future Review	<i>Autumn 2018</i>

# **Mugginton CofE Primary School**

## **Admissions Policy**

This policy has been written in accordance with the Christian ethos of our school, our recognition of British values, an awareness of our position in the Global community and taking account of all current Safeguarding and Child Protection guidance.

### **1. Introduction**

The Governing Body of Mugginton CofE Primary School applies the regulations on admissions fairly and equally to all those who wish to attend the school. The School Standards and Framework Act 1998 introduced a new framework for co-ordinated school admissions from September 2006. This policy conforms to the regulations that are set out in that Act, the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice.

### **2. Aims and objectives**

We are an inclusive school that welcomes children from all backgrounds and abilities.

All applications will be treated on merit and in a sensitive manner.

It is our wish to allow parents the right to have a place at the school of their choice. However, this is not always possible, due to the excess demand of school places available.

We restrict the number of children admitted to the school, to the number of places available for that year. If the number of children applying for entry exceeds the places available, we enforce the procedure set out below in order to determine whether a child is admitted or not. However, if another year group has some places available, we may accept more children for one-year group providing the total number does not exceed 49.

The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of the school.

### **3. How parents can apply for their child to be admitted to the school**

Mugginton CofE Primary School is a voluntary controlled school which determines its admission arrangements in agreement with the LA. The LA is therefore the "Admissions Authority" for the school. The regulations for entry to the school are published each year by the LA. Parents can receive a copy of these regulations directly from the LA.

The LA publishes a composite admissions prospectus each year, which gives information to parents on applying for a place at the school of their choice. Parents have a right to express a preference for the school of their choice. Expressing a preference does not, in itself, guarantee a place at the school. Parents should apply online at [www.derbyshire.gov.uk/admissions](http://www.derbyshire.gov.uk/admissions) or phone 01629 533190. Applications may be made from 14<sup>th</sup> November 2016 to 15<sup>th</sup> January 2017. The LA notifies parents of the school place as soon as all applications have been considered (at the end of the spring or early summer term).

At Mugginton CofE Primary School, children enter school in the academic year they become five. There is one admissions date per year, early in September (i.e. at the start of the school year). Parents who want their child to be admitted to the school during the academic year their child is five should ensure that they complete the necessary application form by the December of the previous academic year.

#### **4. Admissions appeals**

If we do not offer a child a place at the school, it is because to do so would prejudice the education of the other children by allowing the numbers of children in the year/school to become too high.

If parents want to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent appeals panel will meet to consider all appeals. The decision by the appeals panel is final and binding for all parties. Details of appeals arrangements are set out in the Code of Practice on School Admissions Appeals, which came into force in September 1999.

#### **5. The Published Admission Number (PAN)**

The Published Admission Number (PAN) is the number of children the school can accommodate. The PAN for the school is 49. This number is kept under review and the Governors will apply to change the number if circumstances allow.

#### **6. Infant class size**

We teach infant children (aged five to seven) in a maximum class size of 30 children.

#### **7. Review**

This policy is reviewed annually with the Admissions Authority and will be updated to reflect any changed circumstances in the school of the local area.

#### **8. Further References**

Derbyshire County Council web site