



ADMISSIONS

1. INTRODUCTION

The Governing body of Mugginton C E Primary 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 2006. This policy conforms to the regulations that are set out in that Act and also further explained in 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 faiths 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 in that year, we enforce the procedure set out below in order to determine whether a child is accepted or not. It is our wish to allow parents the right to have a place at the school of their choice.

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

3. HOW PARENTS CAN APPLY FOR THEIR CHILD TO BE ADMITTED TO OUR SCHOOL

As our school is a voluntary controlled school, the school determines the admission arrangements in agreement with the LA. The LA is therefore the 'Admissions Authority' for our school. The regulations for entry to each school, where the Admissions Authority is the LA, are published each year by the LA. Parents can receive a copy of these regulations directly from the LA, but a summary is included here under "criteria for admissions."

Parents should apply to the LA by December for their child to start the following September.

The LA publishes a composite admissions prospectus each year, which gives information about how parents can apply for a place in 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 this school. Application forms can be obtained from the school or LA and should be completed by the date stipulated on the form. The LA notifies parents about the school place as soon as all the applications have been considered.

In this area, children enter school in the academic year they become five. Therefore, parents who would like their child to be admitted to this school during the year their child is five should ensure they apply to the LA by the previous December by either email, www.derbyshire.gov.uk/admissions, or in writing to Derbyshire County Council, Admissions and Appeals Team, Children and Younger Adults, County Hall, Matlock, Derbyshire DE4 3AG or by telephone 0845 6 058 058.

4. ADMISSION APPEALS

If the LA do not offer a child a place at this school, it may be because to do so would prejudice the education of other children by allowing the numbers of children in the year/school to increase too much. If your child is not given a place, please contact the school immediately and we will endeavour to help if it is possible.

If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent appeals panel then meets to consider all appeals by parents who have been refused a place at our school and who wish to appeal against this decision. An appeals panel's decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to our school, then we will accept this and continue to do all we can do to provide the best education for all the children at our school.

Details of appeal arrangements are set out in the Code of Practice on School Admissions Appeals, which came into force in September 2006.



5. THE PUBLISHED ADMISSION NUMBER (PAN)

The Published Admission Number (PAN) is the number of children the school can accommodate.

The PAN for our school is 49.

We keep this number 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 classes that have a maximum number of 30 children.

7. REVIEW

This policy will be reviewed annually with the Admissions Authority in the light of any changed circumstances in our school or the local area.

8. CRITERIA FOR ADMISSIONS (AS LAID DOWN BY THE LA)

In deciding on admissions to this school, the following order of priority will be adopted:

1. Children living in the normal area* served by the school at the time of admission (including those living in another local education authority's area).
2. Children not living in the normal area served by the school but who have brothers or sisters attending the school at the time of their admission.
3. Children whose parents request a place on religious grounds.
4. Other children whose parents have requested a place.

Where, in the case of 2, 3 or 4 above, choices have to be made between children satisfying the same criteria, those children living nearest to the school (measured by the nearest available route) will be given preference.

*Living in the normal area is defined as the child having full-time residence in a residential property which is the child's only or main residence and which is either:

- a) Owned by the child's parents or guardian;
- b) Leased to or rented by the child's parents or parent or guardian under lease or written rental agreement of not less than six months duration.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residency at the property concerned.