

**Ysgol yr Eglwys yng Nghymru  
Llangatwg**

# **Llangattock Church in Wales School**



## **Policy for Admissions**

**Reviewed: October 2018**

**Date Reviewed Policy Adopted by Governing Body: February 2018**

# **POLICY FOR ADMISSIONS**

Llangattock Church in Wales School is a Voluntary Aided (VA) School and as such it is the Governing Body that is the admissions authority. The school has a strong and distinctive Christian character and seeks to admit the children of families who choose to have their children educated within a Christian ethos which is reflected in the whole life of the school.

## **1. Aims of Admission Policy**

- To give children and parents as much information as possible about children's admission into Llangattock Church in Wales School.
- To make each child's entry into school life happy and successful.
- To begin a lasting partnership with parents.

## **2. Procedures**

At Llangattock Church in Wales School, children may be admitted to the school at the start of the Autumn term, following their fourth birthday.

Parents must complete for each child an 'Application for Admission' Form which can be found on the school website and is also available from the school office. The Governing Body will adhere to Powys Local Authority annual timetable for admissions. This timetable can be found in "Primary and Secondary Schools Information and Admissions Arrangements" and is available on the website at [www.powys.gov.uk](http://www.powys.gov.uk) (Annual Details can also be obtained from the School Office). If there are more applications than the schools Admissions Number (currently 15), then the school Governing Body, as the admissions authority, will allocate places in accordance with the set criteria (see below).

## **3. Admission to Reception**

Pupils are admitted to school at the start of the Autumn term following their 4<sup>th</sup> birthday. All children will need to attend full-time the term after their fifth birthday.

## **4. Induction Arrangements**

In the term prior to pupils starting Reception, we will work closely with nursery settings to ensure a smooth transition into school. We will provide all parents with a detailed induction pack and invite them to attend an induction meeting, in the summer term. Children will be invited to attend two induction sessions during the summer term, which will give them the opportunity to meet their class teacher and children of a similar age.

## 5. Over Subscription Criteria to Llangattock School

Places will be allocated up to the school's planned admission number of 20 pupils per Reception year group. However, should the number of applications exceed the admission number the following oversubscription criteria, listed in order of priority, will be used.

1. Looked after children and previously looked after children.
2. Children with a Statement of Special Education Needs where the school is named as the most appropriate setting.
3. Children whose permanent family home is within the parish of Llangattock.
4. Children who have a sibling who is a pupil registered at the school on the date on which the applicant is due to commence school.
5. Children who are baptised members of the Church in Wales, or who attend an Anglican Church with their families.

Within each criterion, priority will be given to applicants living closest to the school as measured by nearest travelling distance.

### **Twins, Triplets, Multiple Births**

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide

- (a) if they will accept it for one sibling whomever they decide or
- (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births.

Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

The Governing Body and the Local Authority support the principle of meeting parental preferences wherever and whenever possible. However, it must be recognised that it may not be possible to comply with parental preferences if a school, in admitting a child, will be in breach of the requirement to comply with the statutory duty in respect of class sizes.

The school does operate a waiting list system.

## 6. Definitions:

### **Definition of Parents**

Parents include all those people who have a parental responsibility for a child as set out in the Children's Act 1989. Where responsibility for a child is "shared", the person receiving Child Benefit is deemed to be the person responsible for completing application forms and whose address will be used for admission purposes.

### **Definition of Sibling**

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister or is a foster or adopted child living in the same family unit in the same family household and address and where a sibling will still be registered at the preferred school on 1st September, the year the child is starting in Reception. Biological or adoptive siblings who will still be registered at the preferred school on 1st September will also be treated as siblings irrespective of place of residence.

Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

### **Definition of 'Residing In' and 'Home Address'**

The Home Address will be the address used for correspondence related to where the child lives and will be the address that complies with the application sent to the school.

### **Definition of Waiting List**

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30 September in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

## 7. Admission to School in Years other than Reception.

A child may be admitted to school in years 1 to 6 providing that the requested year does not exceed the permitted maximum number (15 per year group Y1-6). For those families that have

been unsuccessful, there is a right of appeal to an Independent Admissions Appeal Panel. Appeals should be made in writing to the Clerk to Governors via the School Office.

## **8. Admissions Form**

The **Admissions Form** can be found on the website.

***For further information, please contact the headteacher, Mrs Kathryn Marshall***

Review Date: March 2019