

## **Blackshaw Moor First School**

### **Admissions Policy**

Blackshaw Moor First School has a Foundation Stage Class which educates nursery and reception children, a key stage 1 class of year 1 and 2 children and a key stage 2 class of year 3 and 4 children.

The school can admit children to the Nursery on a part time basis as soon as they are 3 years old (currently 15 hours free entitlement per week) .

In consultation with the school governors the Education Service determines the number of pupils that may be admitted to a school in each year. This is generally referred to as the school's published admission number (PAN). The PAN for this school is 11. If the total number of preferences for admissions to a school exceeds the PAN an order of priority is used to allocate the available places. This order of priority can be seen in Section 3 of the Staffordshire County Council primary information booklet which you can download via the link at the bottom of this page.

It is the Governors' policy to try and meet parents' wishes where possible, however in some cases there may be more applications for a particular school than there are places. Admissions to these schools are determined by the oversubscription criteria given below.

Primary admissions are administered through a co-ordinated admissions scheme. Preferences for community, controlled, aided and foundation schools will be processed centrally by the Children and Lifelong Learning Directorate. Each pupil will receive one offer of a place at a Staffordshire school.

Staffordshire County Council no longer provides paper admission forms as online applications are preferred. To apply for a school place please click on one of the following links where you can find information about admissions and links to the application forms, which can be downloaded and completed then emailed or posted to Staffordshire County Council.

### **Oversubscription Criteria**

**If the total number of preferences for admission to a nursery age setting exceeds the number of available places, then the following order of priority will be used to allocate the available places.**

**1) Children in Care and children who ceased to be in care because they were adopted (or became subject to a residence order or special guardianship order).**

**2) Children who satisfy both of the following tests:**

**Test 1: the child is distinguished from the great majority of other applicants either on their own individual medical grounds or by other exceptional circumstances.**

**Medical grounds must be supported by a medical report (obtained by the applicant and provided at the point of application). This report must clearly justify, for health reasons only, why it is better for the child's health to attend the preferred maintained nursery rather than any other nursery.**

**Exceptional circumstances must relate to the choice of nursery and the individual child, i.e. the circumstances of the child, not the specific economic or social circumstances of the parent/carer, and be supported by a professional report (obtained by the applicant and provided at the point of application), e.g. social worker, justifying why it is better for the child to attend the preferred maintained nursery rather than any other nursery.**

**Test 2: the child would suffer hardship if they were unable to attend the preferred nursery setting. Hardship means severe suffering of any kind, not merely difficulty or inconvenience, which is likely to be experienced as a result of the child attending a different school.**

**Applicants must provide detailed information about both the type and severity of any likely hardship at the time of application.**

**3) Children who have an elder brother or sister in attendance at the school (or, in the case of an infant school, the affiliated junior school) and who will still be attending the school (or affiliated junior school) at the time of the proposed admission date. (For admission purposes, a brother or sister is a child who lives at the same address and either: have one or both natural parents in common; are related by a parents marriage; are adopted or fostered by a common parent or are unrelated children who live at the same address, whose parents live as partners.)**

**4) Children living within the defined catchment or cluster area of the preferred setting. Cluster areas for nursery age settings will sometimes, but not always, correspond to the catchment area for the main school.**

5) Other children arranged in order of priority according to how near their home addresses are to the main gate of the nursery setting, determined by a straight-line measurement as calculated using the Local Authority's Geographical Information System.

Where it is not possible to accommodate all children applying for places within a particular category then the Local Authority will allocate the available places in accordance with the remaining criteria. If for instance, all the catchment area or cluster area children cannot be accommodated at a school, children who are resident within the catchment or cluster area will be arranged in order of priority according to distance i.e. category (5).

Any Staffordshire child not offered a place at a preferred school will be allocated a place at the next nearest school with a space available and advised about the independent appeals process.

#### Waiting lists-Primary

When parents appeal against a refusal to offer a place for their child at their preferred school, the child's name will automatically be placed on a waiting list in case any further places become available. Parents who decide not to appeal can also ask for their child's name to be included on the waiting list. If any places subsequently become available at the school, children on the waiting list will be given priority in accordance with the oversubscription criteria listed in paragraph 5.1. Waiting lists will be kept until the end of the first week of the new academic year.

<http://education.staffordshire.gov.uk/Pupil-Support/School-Admissions/Admissions.aspx>

<http://www.staffordshire.gov.uk/education/schoolsandcolleges/admissions/nursery/NurseryAgedSettings.aspx>

<http://www.staffordshire.gov.uk/education/schoolsandcolleges/admissions/primary/home.aspx>

<http://www.staffordshire.gov.uk/education/schoolsandcolleges/admissions/admissions.aspx>

<http://www.staffordshire.gov.uk/education/schoolsandcolleges/admissions/booklets/Primary-Information-for-Parents-Booklet-2015.pdf>