



BISHOP PERRIN C OF E PRIMARY SCHOOL

ADMISSIONS POLICY

For Reception Admission Applications for the academic year 2019/2020

School Vision Statement

Bishop Perrin inspires a love of learning and provides a stimulating, Christian environment where everyone is able to be the best they can.

To implement this vision the following principle has been agreed:

Bishop Perrin School is a school that admits children from practising Christian families in local parishes and children from the local community.

To implement this principle the governors have produced the following admissions procedures and criteria.

Admissions Procedure

- The closing date for applications for Reception class entry for September 2019 is **15 January 2019**.
- Parents should apply online between 1 September 2018 and the closing date of 15 January 2019 through your own home council.
- If you wish to be considered for a Foundation (church supported) place you should obtain from the school a 'Supplementary Information Form.' This form will need to be completed by the Minister, at your regular place of worship and returned to the school by the closing date of **15 January 2019** so that governors may consider the application fully.
Please note this form cannot be signed by the parent of the child applying even if that parent is a practising minister.
- Places will be offered on **National Offer Day, Monday 15 April**.
- A maximum of 30 children whose 5th birthday falls during that school year can be accepted for admission in that year. The date of admission is in the Autumn Term when all children attend on a full-time basis. Exceptionally the class size can exceed the statutory limit of 30 where the 31st child is a twin or from a multiple birth.
- For children whose birthdays do not fall within their chronological age group guidance is given in the Admission Criteria overleaf.
- Applications after the closing date and children up to the age of 11 can be admitted as vacancies occur. A waiting list operates continuously. Please contact the school for further information.
- Applications after the closing date will not be considered until all on-time applications have been dealt with.
- The school does not have any specific units for pupils with special needs and there are no specific facilities for pupils with mobility difficulties. However, the school is on a level site and all facilities are on one floor. All classrooms can be entered without steps. As far as possible the school will ensure that pupils with disabilities have access to the same opportunities as other pupils.

If you change your address during the application process, you must inform the school and the Council's School Admissions office within two weeks of your move. If you use an incorrect address this will be considered as an attempt to obtain a school place on the basis of false information and your application will be withdrawn.

Admission Criteria

1. Looked After Children

Children who are registered as being **looked after** i.e. children who are looked after by a public authority and are in public care, and previously looked after children who were adopted, or subject to a residence order, or special guardianship order, immediately following having been looked after e.g. fostered or living in a children's home at the time an application for admission is made; and children who have left care through adoption – proof will need to be provided at the time of application.

2. 18 Foundation (Church supported) places will be offered to children in the following order:

Those children who, with one or both **parent/s**, **regularly attend** an Anglican Church or other Christian denomination, where the denomination, at the time of application, is a full member of Churches Together in Britain and Ireland (CTBI).

***Parent** is any person who has parental responsibility for or is the legal guardian of the child.*

***Regularly attend** means attending worship at least twice every month for the last two consecutive years and this must be confirmed by the parish minister. **Please note** this form cannot be signed by the parent of the child applying even if that parent is a practising minister.*

The remaining places are open places and will be offered to children in the following order:

3. Sibling

Those children who will have a **sibling** attending Reception to Year 6 at the same school **at the time of admission**.

***Sibling** refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister or the child of the parent/carer's partner where the child for whom the school place is sought is living in the **same** family unit at the same address at the time of admission.*

4. Distance

Any remaining places will be offered to those children who live nearest to the school measured by the shortest route by road or maintained footpath, measured by the Council using a computerised program geographical information system from the starting point of your property to the end point nearest the pedestrian main school gate.

Pupils with an Education, Health and Care Plan (EHCP), (formerly known as a statement of special educational needs).

Bishop Perrin School has a duty to admit children with an Education Health and Care Plan that have named the school.

Oversubscription Criteria

For each criterion, if there are more applications than places, offers of a place will be made according to the nearness of the parents' normal place of residence to the school as defined in criterion 4 above. If there are fewer applications than places in any criterion, unfilled places will be allocated to the next criterion. In the event of a tie, allocation will be by random selection.

Reception Year Deferred Entry

Children start school full-time from September. You can request to delay your child's entry to school until later in the school year or to attend part-time but only until the child reaches compulsory school age. The latest your child can start school is at the beginning of the summer term 2020.

Request to Delay a Year

Parents seeking admission to an age group below their child's actual age should submit their request with their application by the closing date of 15th January of the year when children of the actual same age are due to start school. Please provide professionally supported evidence to explain why your child should be considered to start school a year later than other children of their age. Each request and supporting evidence will be carefully considered and the education, social and developmental reasons will be taken into account to arrive at a decision. Applying by the age appropriate deadlines will mean that in the event your request is refused, your child will still be considered for a place in their correct age group.

If the request is approved, you will be advised to re-apply in the following year and provide a copy of the decision as part of your application. Please note the decision to agree to a year delay for your child does not guarantee that a place will be available as this depends on the number of applications for entry in that year and it is not possible to reserve a place.

Waiting List

The school operates a waiting list for unsuccessful applicants. The waiting list is maintained by the school and ranked in accordance with the school's published admissions criteria regardless of date of receipt. For further information please contact the school.

Appeals against Non-Admission

You have the right to appeal against the decision of the governing body not to offer your child a place. Further information regarding appeals can be found at www.richmond.gov.uk/admission_appeals

Please note as a result of government legislation, since September 2001 infant class sizes (Reception, Years 1 and 2) are limited to 30 pupils per teacher. There are **very limited circumstances** in which an Appeal Panel can allow an appeal that is covered by infant class size legislation:

1. The child would have been offered a place if the admission arrangements had been properly implemented; or
2. The child would have been offered a place if the admission arrangements had not been contrary to the mandatory provisions in the School Admissions Code and The Act; or.
3. The decision to refuse admission was not one which a reasonable admission authority would have made in the circumstances of the case. (You would have to show that the decision was perverse, not simply that you disagreed with it.); or
4. If a child has moved into the area after places have been allocated and the Appeal Panel agree that the alternative offer made by the LA was unreasonable.

For the panel to judge that an admission authority had acted unreasonably, they would have to be satisfied that the decision not to admit the child was 'perverse in the light of the admission arrangements,' i.e. the decision taken was so outrageous in its defiance of logic or of accepted moral standards that no sensible person could ever have reached it.

You may find it helpful to read the guidelines on the appeal process on the [admission appeals](http://www.richmond.gov.uk/admission_appeals) page.