Admission Policy from September 2016
Published Admission number 2016/2017: 75 for years R to 4. Years 5 & 6 = 64
Children who are 5 years old between 1st September and 31st August will be admitted for full-time education in September. These children will be registered as Reception pupils. There will be one intake of children into the reception classes each year.
Children will be admitted without reference to ability or aptitude.

**Children who attend our Nursery are not automatically given a place in the reception classes and parents/carers must apply through the normal school admissions means.**

Admission Policy Arrangements
Where the applications for admission exceed the number of places available, the following criteria will be applied in the order set out below to determine which children to admit.

- Looked After Children and previously looked after children
- Children living in the priority admission area with a brother or sister attending the school at the time of application and determination
- Children living outside the priority admissions area with a brother or sister attending the school at the time of application and determination
- Children living in the priority admissions area
- Children living outside the priority admissions area

**Looked After Children:**
A looked after child or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order.
A looked after child is a child who is
(a) in the care of a local authority or
(b) being provided with accommodation by a local authority in the exercise of their social services functions (as defined in Section 22 (1) of the Children Act 1989).

**Siblings:**
Siblings are defined as children with a brother or sister, step brother/sister, adopted brother/sister in the same family unit living at the same address.
In the event of over-subscription within any criteria, proximity of home to school, by straight line distance will be taken into account, with those closest being given highest priority (please see page 11 of the Local Authority (LA) admission booklet which explains how the LA make these measurements).

**Waiting Lists**
Unsuccessful applicants will be placed on a waiting list, which will be maintained for 6 months after the end of the autumn term. The criteria for the waiting list will be in accordance with the admission criteria. Applications must be made in accordance with the co-ordinated admission scheme operated by the child’s home LA. For children resident in Essex this is detailed in the Primary Education in Essex booklet.
Applications must be made by the National Closing Date detailed in the Primary Education in Essex booklet which is available from the LA. Late applications will be dealt with as detailed in this booklet for children resident in Essex. Children resident outside Essex should refer to the process for handling late applications published by their LA.
Appeals
Parents will appreciate that if a school is over-subscribed it will not always be possible to be offered a place in their first choice school. Parents, however, have the right to appeal against decisions of the governors regarding admission. Information regarding the appeals procedure is available from www.essex.gov.uk/admissions/appeals.