



Taddington & Priestcliffe C of E (A) Primary School
school@taddingtonpriestcliffe.derbyshire.sch.uk
Tel. 01298 85278

Admissions Principles

As an aided school, the governing board of Taddington & Priestcliffe C of E (A) Primary School are responsible for the admissions policy and decisions on applications for admission to the school. All policies are reviewed and determined annually. They are written to comply with the School Admissions Code and School Admissions Appeals Code.

Our school aims to:

- provide an environment in which everyone can feel safe, secure and valued.
- develop, in every child, a sense of responsibility, initiative and mutual respect.
- enable every member of our community to develop an open, lively and enquiring mind establishing independent learning, effective communication, a lifelong love of learning and an understanding of our individual strengths.
- enable all children to reach their academic potential.
- develop a sense of awareness that we belong to a modern Britain where the values of democracy, rule of law, individual liberty and tolerance are taught, whilst learning to value the traditions and beliefs of others.
- embrace the Christian traditions and values of the school as we care for each other like members of a large family.
- provide a broad, interesting and lively curriculum meeting fully all national requirements.
- meet the individual needs of all members of our community.
- encourage children to become active members of society and to appreciate and value the local and wider world in which we live.

The Published Admissions Number for this school is 8.

As a small school where the number of applications received differs each year, the governing board will consider all applications, applying the over-subscription criteria as necessary, ensuring that our class sizes remain within Infant class size regulations and enable us to:

- (a) offer the best provision of education and
- (b) ensure the efficient use of resources.

Please be aware that the school will ask to see your child's birth certificate in order to ensure they are admitted in the correct year.

Oversubscription Criteria

Before applying the over-subscription criteria, a place will be allocated for any child with an Education Health and Care Plan (EHCP) that names Taddington & Priestcliffe C of E (A) Primary School as the school the child must attend. This place will be allocated within the Published Admission Number, (PAN), before the consideration of any other applications, or above the PAN if places have already been offered at that time. If more parents express a preference for the school than the published number of places for new admissions, the GB will use the following criteria to rank applications and allocate places:

1. Looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order* including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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 (see the definition in Section 22(1) of the Children Act 1989)
2. Residence within the normal catchment area of the school (map attached).
3. Children who have siblings already attending the school at the time of application.
4. Children who will have siblings attending the school at the time of the proposed admission.
5. Other children whose parents have requested a place.

**An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).*

Parents

Reference to parents includes legal guardians and applies to either or both parents, or a sole parent. Where only one parent/guardian satisfies a criterion, the application will be treated equally with one where the requirement is met by two parents.

Home address

The home address is where a child normally lives. Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school.

If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. Any other evidence provided by parents will also be considered in reaching a decision on the home address for admissions purposes. This may be necessary, for instance, where parents don't agree on the child's home address. Parents

are urged to reach agreement or seek a Specific Issues Order from a court to decide which parent should or should not pursue an application. Where they do not, the admissions authority will determine the home address. If the residence is not split equally between both parents, then the address used will be the address where the child spends the majority of the school week.

Sibling

A “sibling” refers to brother or sister, half brother or sister, adopted or fostered brother or sister, stepbrother or sister, or the child of a parent’s partner where the child for whom the School place is sought is living in the same family unit at the same address as that sibling

Allocating Places

In the event of any of the above categories being over-subscribed, the Governing Body will take those children whose home address is nearest to the school measured by the Local Authority’s computerised measuring system. In the case of flats, all applicants will be treated as equidistant from the school. The Local Authority’s computerised measuring system will be used to determine these distances.

Tiebreaker

If there is a ‘tiebreaker’ between oversubscribed pupils, the school will follow a clear and effective procedure by allocating the place to the pupil who lives closest to the school.

The Local Authority’s computerised measuring system measures the straight line distance from the postal address file, usually the house front door. For schools the grid reference is normally the centre of the school for primary phase schools. Those living closer to the school receive the higher priority. If the distance between two or more children’s houses and the school is the same, the allocation of the place will be made by the drawing of lots and independently verified.

Multiple Births

Where possible the governors will admit all the children of a multiple birth (i.e., twins, triplets etc.). This can mean going over infant class size limits as this is a permitted exception to the limits.

Service personnel and crown servants

Families of service personnel with a confirmed posting, or crown servants returning from overseas, will be allocated a place in advance of the family arriving in the area (as long as one is available), provided the application is accompanied by an official letter that declares a relocation date. Where the family do not yet have an intended address, or do not yet live in the area, the school will use the address at which the child will live when applying their oversubscription criteria, as long as the parents provide some evidence of their intended address. Parents may request that a Unit or quartering address be used as the child’s home address when considering the application against their oversubscription criteria. The normal admissions round is the period during which parents can apply for state- funded school places at the school’s normal point of entry, using the common application form provided by their home local authority.

Deferred entry

While a child is below statutory school age, the parent may choose to defer his/her child's entry to school until later in the school year. However, parents cannot defer beyond the point at which the child reaches statutory school age, or beyond the start of the last term in the school year.

Summer born children and delayed entry into reception for the following year

Each application for such a delay is treated by the school on an individual basis, considering the evidence supplied - this will be from professionals who know the child and from parents. If parents wish to request this, they need to apply in the chronological year (i.e., the year in which the child would normally be entering school) and at the same time submit a request to the school for delayed to reception for the following year. If the Governing Body agree this after reviewing the evidence for the request and, in consultation with the Executive Headteacher / and any others involved with the child, then the place cannot be held open, and the parent will need to apply again the next year in the normal way. The school will then treat and rank the application according to the criteria published in admission arrangements along with all others received. Please be aware that although the deferral may be agreed, there is no guarantee of a place being available at the school for the following year.

Admission of children outside of their normal age group

Parents may apply to the Governing Body to seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

Decisions for these requests will be made on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The views of the Executive Headteacher will also be taken into account. When informing a parent of their decision on the year group the child should be admitted to, reasons for the decision will be clearly set out.

Late Applications

Applications received after the deadline set by the Local Education Authority will be considered after places have been allocated to those applications received on time, using the over-subscription criteria as for on time applications.

Accepting a place

If a place has not been taken up after 14 days from the date of the offer, the school will write and inform the parent that the offer will be withdrawn after a further 7 days if not taken. The school will then offer the place to the next on the waiting list in accordance with the admissions criteria.

False Information

1. Where the Governing Body has made an offer of a place at Taddington & Priestcliffe C of E (A) Primary School on the basis of a fraudulent or intentionally misleading application from a parent which has effectively denied a place to a child with a stronger claim to a place at the school, the offer of a place will be withdrawn.

2. Where a child starts attending Taddington & Priestcliffe C of E (A) Primary School on the basis of fraudulent and intentionally misleading information the place may be withdrawn depending on the length of time that the child has been at the school.
3. Where a place or an offer has been withdrawn, the application will be re-considered, and a right of independent appeal offered if the place is refused.

Waiting List

A waiting list will be maintained until at least the end of December of the year of application for main round applications. The waiting list is updated and ranked accordingly to the oversubscription criteria when applications are withdrawn or added.

Appeals

In accordance with the Admissions Appeals Code, applicants who have been refused a place at Taddington & Priestcliffe C of E (A) Primary School, may appeal against the decision to an independent appeals panel. Parents wishing to exercise this right should write to Clerk to Governors at the school.

All appeals must be received within 20 days of the receipt of the letter refusing a place to be heard on time. **[Please note that places in infant classes, including years 1 and 2, are restricted to 30 under the infant class size regulations].**

Applying for a place

To apply for a place for September 2024, the parent must complete the Common Application Form (CAF) available from the home local authority (the authority in whose area the child resides).

In order for the application to be considered as 'on time' the CAF must be submitted to your home local authority by 23:59 hours on 15 January 2024. The CAF may be completed and submitted using the home local authority's 'online' procedure, or as a paper form. Full details about the application process and information about the schools in the local authority area are explained in the 'Composite Prospectus' document, which each local authority must make available on 12th September annually.

<https://www.derbyshire.gov.uk/education/schools/school-places/primary-admissions/parentsguide/parents-guide-to-primary-admissions.aspx>

Parents will receive an admission decision in writing from the local authority on or about 16 April 2024, according to the procedure set out in the local authority's Composite Prospectus.

In year admissions

Where children require a place in school during any academic year, parents should apply using the Derbyshire County Council website. Where the admission limit for the year group has already been met, the governing body will consider applications on a case by case basis.

Prospective parents are encouraged to visit the school and speak with the Executive Headteacher prior to any decision about requests for entry being taken.

Children with special educational needs and disabilities

Children are admitted to the school in accordance with the admission criteria.

We do not discriminate for or against children with special educational needs or disabilities and ask parents to fully inform the school of the nature of any known educational physical, medical or social needs when expressing a preference for their child to attend this school. This information will ensure that the child's entry to the school is as smooth as possible and help inform the level of provision the school can make to meet the individual needs of the child.

Visits to the School

Parents are welcome and encouraged to visit the school before applying. Appointments to visit can be made by contacting the Head of School via headofschool@taddingtonpriestcliffe.derbyshire.sch.uk or by telephone on 01298.85278.

Local authority details

<https://www.derbyshire.gov.uk/education/schools/school-places/primary-admissions/parentsguide/parents-guide-to-primary-admissions.aspx>

You can apply by phone. Ring Call Derbyshire tel: 01629 533190. The contact centre is open between 8am and 6pm, Monday to Friday, and Saturdays 9:30am to 4pm.

If for some reason you're unable to make an application either online or through Call Derbyshire, please email admissions.transport@derbyshire.gov.uk



