

Stonham Aspal CEVAP School
Admissions Policy

2008/09

Children who are five years of age during the Academic Year are admitted in school in the September of that year.

Children attend part-time (mornings only 9.30 – 12.00 noon) until the beginning of the term in which their fifth birthday falls, and then full time from then onwards.

BEFORE YOUR CHILD COMES TO SCHOOL

If you would like to view the school and talk to the Head Teacher, please telephone for an appointment, and he will be happy to show you around. During the year there are many school-based activities held, to which you are welcome and encouraged to attend.

ADMISSIONS

The maximum number for each year group is to be **30 pupils** in **2008/2009**.

The Governors of the school are required to admit any pupil who has a Statement of Special Educational Need(s) which names this school as able to provide the most appropriate educational provision for the child.

Children in Public Care will be considered a priority within each category.

If the maximum number for each year group is not reached by admission of pupils in the school's catchment area, the Governors will consider application from outside the area.

The closing date for this is **2008**.

Parents should apply using the Local Education Authority's **Common Application Form** (CAF) together with a **Supplementary Information Form** (SIF). These forms are available on request and should be returned to the Northern Area Education Office or to the school. Applicants will be notified of the results of their application directly by the Northern Area Education office on **2008**.

a) Criteria for Catchment Area Places

Places will first of all be offered to those children who are ordinarily resident in the school's catchment area and who indicate that this is their preference.

b) Criteria for Non-Catchment Area Places

Children who already have brothers and sisters currently attending school will be considered first. Afterwards, the following Criteria will apply.

Such places are awarded by the following priorities, which result from the Church of England status of the school.

- 1) Members of an Anglican Church, worshipping regularly (at least once per month).
- 2) Members of another *Christian denomination, worshipping regularly (at least once per month).

* ie. a church which is a member of 'Churches Together in Britain and Ireland' or the 'Evangelical Alliance'.

All such applications must be accompanied by a letter from the relevant vicar or minister confirming their application and giving evidence of their church commitment.

At any stage of the process, decisions will be made on the basis of direct linear distance from the school.

Priority will be given to the child living nearest to the preferred school.

In the event of places being fully taken at one particular stage, a waiting list will be introduced that reflects the order of priority, as above.

APPEALS

If the Local education Authority informs you that the Governing Body is unable to grant you a place for your child you have the right to appeal against their decision.

You will be sent information on how to appeal and a "Notice of Appeal Form". You must submit an appeal within 21 days of the Governors issue of the refusal of a place.

All appeals against the Governing Body's decision not to admit pupils are now processed by Suffolk County Council's legal department and are heard by an independent review.