

# ST. MICHAEL'S C.E. PRIMARY SCHOOL ADMISSIONS POLICY

## ADMISSION OF CHILDREN IN FOUNDATION STAGE

There is a co-ordinated admission process in Oxfordshire. This means you can apply for a place for your child at any of the maintained primary schools in the county online from the Oxfordshire County Council website at [www.oxfordshire.gov.uk/admissions](http://www.oxfordshire.gov.uk/admissions).

Children are usually offered a place from the September after their fourth birthday. All children have to be in full time education by the beginning of the term after their fifth birthday.

If there are more applications for St. Michael's School than there are places available, the places have to be allocated in a fair and consistent way. This is the purpose of the admission rules.

The Oxfordshire County Council is the admitting authority for St. Michael's Primary School and the admission is prioritised in accordance with the following criteria listed in their order of significance.

1. Children with a statement of Special Educational Needs that names the school in part 4 of the statement.
2. Looked After Children.
3. Disabled children who need to be admitted to a school on the grounds of physical accessibility. (*The definition of disability is that contained within the Disability Discrimination Act 1995 <http://www.legislation.gov.uk/ukpga/1995/50/introduction> and the Equality Act 2010 <https://www.gov.uk/definition-of-disability-under-equality-act-2010>*)
4. Children who live in the schools designated area. If there are more applicants than places in this category priority will be given in the following descending order;
  - a) First priority in category 4 will go to those children who have siblings already at the school. However, if there are more applicants than places in category 4(a) priority will be given, within this group, to those children who live the closest to the school using the nearest designated public route as defined on the Directorate for Children, Young People and Families Geographic Information system
  - b) Second priority in category 4 will go to those children who live the closest to the School by the nearest designated public route as defined on the Directorate for Children, Young People and Families Geographic Information System.
5. Children living outside the designated area who have siblings who already attend the preferred school. If there are more applicants than places in this category priority will be given within this group to children who live closest to the school by the nearest designated public route as defined on the Directorate for Children, Young People and Families Geographic Information System.
6. Children living outside the designated area who live closest to the school by the nearest designated public route as defined on the Directorate for Children, Young People and Families Geographic Information System.

## ALLOCATION OF FOUNDATION STAGE PLACES

Part time Admission places are allocated at the school's discretion. The allocation of part time places and date of entry is the decision of the Headteacher. However, children are required by law to attend full-time education from the beginning of the school term after they reach the age of five. For schools' admission purposes, school terms are deemed to run from 1st September - 31st December, 1st January - 31st March and 1st April - 31st August.

## IN YEAR ADMISSIONS FOR CHILDREN IN OTHER YEAR GROUPS

Requests to transfer from another school are co-ordinated by Oxfordshire County Council and requests can be made online at <https://www.oxfordshire.gov.uk/cms/content/transferring-or-moving-different-school>.

The school's Published Admission Number for places in each year group is 30. If there are more in year transfer requests than places available the places will be allocated using the same admission rules used when allocating places into our Foundation class.

The Oxfordshire County Council is the admitting authority for St. Michael's Primary School and the admission rules that apply are as follows.

1. Children with a statement of Special Educational Needs that names the school in part 4 of the statement.
2. Looked After Children.
3. Disabled children who need to be admitted to a school on the grounds of physical accessibility. (*The definition of disability is that contained within the Disability Discrimination Act 1995 <http://www.legislation.gov.uk/ukpga/1995/50/introduction> and the Equality Act 2010 <https://www.gov.uk/definition-of-disability-under-equality-act-2010>*).
4. Children who live in the schools designated area. If there are more applicants than places in this category priority will be given in the following descending order;
  - a) First priority in category 4 will go to those children who have siblings already at the school. However, if there are more applicants than places in category 4(a) priority will be given, within this group, to those children who live the closest to the school using the nearest designated public route as defined on the Directorate for Children, Young People and Families Geographic Information system
  - b) Second priority in category 4 will go to those children who live the closest to the School by the nearest designated public route as defined on the Directorate for Children, Young People and Families Geographic Information System.
5. Children living outside the designated area who have siblings who already attend the preferred school. If there are more applicants than places in this category priority will be given within this group to children who live closest to the school by the nearest designated public route as defined on the Directorate for Children, Young People and Families Geographic Information System.
6. Children living outside the designated area who live closest to the school by the nearest designated public route as defined on the Directorate for Children, Young People and Families Geographic Information System.