

Admissions Policy



To be reviewed – Autumn Term 2023

Date passed by Governing Body - December 2022

Chair of Governors:- Eirlys Spawton

Headteacher:- Charlotte Rimmer

Knighton Church in Wales Primary School is committed to the full inclusion of all pupils wishing to attend the school and affords all children the equal opportunity to do so, subject to the LA and school's admission policy.

Subject to necessary accommodation being available the Governors of Knighton Church in Wales Primary School would wish to admit all children legally required to attend school, especially those children within the school's natural catchment area. We would assume that parents of children living closer to other schools would consider those schools initially but we will give every consideration, as required by law, to requests for admission here in accordance with Powys Education Authority's policy.

Powys LA Admissions Policy

The Local Authority has adopted, in order of priority, the following criteria:

- a. Looked after children or previously looked after children. (Evidence of a previously looked after child will be required to accompany the application form)
- b. The presence of an elder sibling residing at the same household, with the household being within the catchment area of the school, when the pupil commences at the school. To qualify, primary siblings must be in Nursery to Year 6 and secondary siblings in Years 7 – 13. [PLEASE NOTE: Siblings who join a secondary school for 6th form education only (Years 12 and 13), or attend a 6th form on a dual basis arrangement under collaboration arrangements will not be taken into consideration as a sibling at the school.]
- c. The location of the home if it is within the current catchment area of the school.
- d. Any special medical and social needs relating to the individual child where attendance at particular school is essential. (Evidence will be required to accompany the application form).
- e. The presence of an elder sibling residing at the same household, with the household being outside the catchment area of the school, when the pupil commences at the school. To qualify, primary siblings must be in Nursery to Year 6 and secondary siblings in Years 7 – 13. [PLEASE NOTE: Siblings who join a secondary school for 6th form education only (Years 12 and 13), or attend a 6th form on a dual basis arrangement under collaboration arrangements will not be taken into consideration as a sibling at the school.]
- f. The location of the home in relation to the school and alternative schools if it is outside the current catchment area of the school

(Sibling includes half-siblings, step-siblings, adopted and looked after, or previously looked after children living in the same household)

Within each criterion, places will be allocated on the basis of the safest, shortest, practicable walking route to the school, in strict order of distance, up to the number of places available, the highest priority being given to the pupil living closest to the school. The distance will be measured from the closest access point on the public highway to the pupil's *ordinary place of residence which is nearest to the school and measured to the nearest school gate. The LA uses the MapInfo Geographical Information System to measure all distances.

** ordinary place of residence is the residence of the parent who receives the Child Benefit for the pupil. (This is also the case where a child lives with parents with shared responsibility for part of a week)*

The LA and the Governing Bodies of Voluntary (Aided) Schools (as the admission authorities) support the principle of meeting parental preferences wherever and whenever possible. However, it must be recognised that it may not be possible to comply with parental preferences if a school, in admitting a child, will be in breach of the requirement to comply with the statutory duty in respect of infant class sizes.

Knighton Church in Wales Primary School

As well as the above the school adopts the following, in order to comply with admission age requirements.

Pre-school age children are entitled to visit a school prior to commencing on a full or part time basis, which will be during the Summer Term prior to commencement of the school year. These visits should be for a maximum of 2 full days or 4 half days, on dates to be arranged with the school.

Admission to Primary Schools

Unless other acceptable arrangements are made, a child is required to attend school full-time from the beginning of the term following their fifth birthday.

From the commencement of the Autumn Term, September 2018 in Powys a child may be admitted to school, at the parents' request, on either a full-time or part-time basis at the beginning of the Autumn Term following their fourth birthday. (One intake each academic year).

If your child was born between	School Start Date
1 st September 2017 and 31 st August 2018	September 2022
1 st September 2018 and 31 st August 2019	September 2023
1 st September 2019 and 31 st August 2020	September 2024
1 st September 2020 and 31 st August 2021	September 2025

If parent/carers reside outside Powys and wish to send their child to a school within this Authority before the child is five years old, they should first inform the Education Authority in whose area they live before applying for admission to the Powys primary school concerned.

If your child attends a non-maintained nursery or maintained or non-maintained pre-school provision linked to an infant or primary school and you wish your child to attend that school, you will still be required to apply for a place in the main school when your child is due to commence full time education. This will apply for a lot of children.

Having a place at a maintained or non-maintained pre-school provision based at a school does not guarantee a place in the school at age 4 and the Authority's criteria for school admissions will apply if the demand for Reception Year Group places exceeds the number of places available.

On line application for a Parental Preference for a place in a Primary School can be made by visiting the Powys website – www.powys.gov.uk Schools and Students. Where ever possible the application should be made this way as the application will reach the Admissions Team much quicker. Alternately there is a paper copy which can be downloaded from the Powys website.

In line with the LA admission policy NO pupil may be admitted to school until the admission request form is returned to the LA and authorised by the LA. The LA will contact both the parent and the school to notify that permission is permitted.

Each school has an admission number. At Knighton Church in Wales Primary the admission number is set at 34. This means that a maximum of 34 pupils may be admitted in any one year group. Should 34 be achieved parents should be aware that a pupil may initially be refused a place at the school. Should this decision be made the parent may consider appealing against the decision. In this case the appeal would be heard by a panel made up of three independent people, usually a headteacher from another school and two governors from another school. They are totally independent and will balance the views of parents, school and LA before coming to a decision to allow the pupil admission to the school or uphold the appeal. The full appeal process would be made available to the parent from the LA at the time of the original notification of refusal of admission.

To date the school is not at capacity and has not had any admission appeals.

The admissions policy of Knighton Church in Wales Primary School always defaults to follow the most recent update of the Powys admissions policy for primary schools. Please refer to the annual admissions booklet published by Powys in accordance with **Welsh Government Guidelines**.