



Hady Primary School and Nursery

Admissions Arrangements

Governor minute number	
Date agreed	
Revision date	
Reviewed signature	

Admissions to FS2

In accordance with County policy, children whose parents wish it, may be admitted to school in the September of the school year in which they become five years of age. Where parents decide that their child should be admitted at a later stage in the school year, this will not prejudice their right to a place for their child at a particular school. Legally, children are not required to enter school until the term following their fifth birthday.

Admissions in Year

If parents want a child to move to Hady in an academic year parents need to contact the Admission Dept at Derbyshire County Council. The same aims and criteria applies as FS2 admission.

Admissions to Nursery

If parents want a child to attend the Nursery at Hady, parents need to contact the school office. Admission applications can be made at any age. Children will be placed on a waiting list. Criteria for admission is the same criteria as all other admissions. Admissions to the Nursery is the term after the child reaches their 3rd birthday ie. A child who is 3 between
April 1st and August 31st the child starts in September;
September 1st and Dec 31st the child starts in January;
January 1st and March 31st the child starts in April.

We have a 52 place (15hr)Nursery which is open from 8.45am until 11.45am and 12.15-3.15 during term time.

School offers 30hr funded sessions. The places will be allocated on receipt of code from HMSC and are on a first come first served basis.

Aims

We seek to be an inclusive school, welcoming children from all backgrounds and abilities.

All applications will be treated on merit, and in a sensitive manner.

The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not. It is our wish for parents to find a place for their child at the school of their choice. However, this is not always possible, due to excess demand on the places available.

A child's level of ability is irrelevant to this school's admissions policy, as are any special educational needs the child may have.



How parents can apply for their child to be admitted to our school

Our school is a community school, and it determines the admission arrangements in agreement with the LA. The Admissions Authority for our school is therefore the LA (Derbyshire County Council), which publishes its entry regulations every year. Parents can receive a copy of these regulations directly from the LA via their web site or by phoning 01629 533190

The LA's annual admissions prospectus informs parents how to apply for a place at the school of their choice. Parents have a right to express their preference, but this does not, in itself, guarantee a place at that particular school. Application should be made online or over the telephone by the date stipulated. The LA notifies the parents on a published date. The school will then also contact parents of the decision as soon as school has received the admissions list from the LA.

The Governors of Hady Primary School admit children at 4+ in one single entry point from September. Children who are 4 on or before 31st August will be eligible for admission on the first day of term in September. Children whose 4th birthdays fall on or after 1st September will not be eligible for admission until the following September.

Admission appeals

If we do not offer a child a place at this school, this will be because to do so would prejudice the education of other children by allowing the number of children in the school to increase too much.

If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA.

An independent panel considers all such appeals, and its decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to whom we had refused a place, then we will accept this decision and continue to do all we can to provide the best education for all the children at our school. (Further details of appeal arrangements are available on Derbyshire's website.

In the event of over-subscription the following criteria will be used to determine who will be admitted:

1. Children in public care at the time of the application and who are still in public care at the time of admission into school.
2. Children for whom the local authority accepts that there are exceptional medical, social or welfare reasons which are relevant to the school concerned.
3. Children with older brothers and sisters attending the school when the younger child will start.



4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school via a straight line (radial) will have priority.

Notes

(i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without an EHC plan. Children who have an EHC plan will have their applications considered separately.

(ii) Brothers and sisters includes step children, half brothers and sisters, fostered and adopted children living with the same family at the same address (consideration may be given to applying this criterion to full brothers and sisters who reside at different addresses),

(iii) The distance criterion which will be used as the tie breaker if there is oversubscription within any of the admission criteria is a straight line (radial) measure. If the Local Authority is unable to distinguish between applicants using the published criteria (e.g. twins or same block of flats) places will be offered via a random draw.

(iv) The distance measure is a straight line (radial) measure centre of building to centre of building.

(v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residence may be requested at any time throughout the admissions process (including after a child has accessed a school place).

Those parents whose child is refused a place will be informed of their right to appeal.

The standard number

The 'standard number' is the number of children the LA considers the school can accommodate.

The standard number for our school is 40. We keep this number under review, and the governors will apply to change the number if circumstances change.

Sizes of classes for infants

We teach infant children (aged five to seven) in classes that have a maximum number of 30 children.

Induction Procedures

Those parents whose children are offered places will receive a letter inviting them to an induction morning when they will be given further information regarding school.



Arrangements will be made for them and their children to visit school during the term prior to admission in order to meet the staff and familiarise themselves with the classroom.

The Headteacher and Staff remain, at all times, sensitive to the needs of individual children.

Monitoring and review

This policy will be monitored by the governing body and reviewed every two years, or earlier in the light of any changed circumstances, either in our school or in the local area. The policy will always take due note of guidance provided by the local Admissions Forum.

Co-ordinated Primary Admission Arrangements

For the 2017/17 Academic Year

The Authority acts as a 'clearing house' for admitting all Derbyshire children to primary, infant and junior schools (including foundation, aided and academy).

Parents must make their application on a common application form, provided by their home authority and give reasons for their preferred schools. They are invited to express preferences for any three schools and to place those preferences in priority order.

Parents can complete an application either online or by phone. In Derbyshire we prefer parents to apply online at www.derbyshire.gov.uk/admissions. Alternatively if parents do not have access to the internet they can make a telephone application by ringing Call Derbyshire on 01629 533190.

Applications for admissions in the 2017/18 academic year will open on 13 November 2017. All applications should be submitted by the closing date, which is midnight on 15 January 2018.

In April 2018 parents who applied online can log on to get their result. Parents who gave an email address will also receive an email about their child's place. Those without access to the internet will be notified by letter posted second class on this day.

Further information about the co-ordinated admissions scheme is contained in "How to apply for a place at Primary School – a guide for parents 2017/18" which will be published in November 2017 and be available at www.derbyshire.gov.uk/admissions

Any queries on school admissions should be addressed to the Admissions Team by emailing admissions@derbyshire.gov.uk or ringing 01629 537479.

