

ADMISSION ARRANGEMENTS FOR:

ROCHFORD PRIMARY & NURSERY SCHOOL (ACADEMY STATUS)

6 Ashingdon Road, Rochford, Essex SS4 1NJ

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as determined by the Governing Body and the Board of SEEAT, in accordance with the requirements of the Education (Determination of Admission Arrangements) Regulations 1999, for the academic year 2018/19, will be as follows:

NURSERY: N.I.A. - (26 part-time - 13 F.T.E.)

Pupils will be admitted to the nursery at the age of three. The number of intended admissions would be 26 part-time places and the number of sessions per week would be ten. Each pupil would attend for five sessions per week.

Nursery Applications:

Notification for Nursery Applications and closing dates will be displayed at school and the local library early in the Autumn, Spring and Summer Terms. Late applications will be dealt with after all on time applications.

Offers of places will be sent out as soon as possible after the closing dates.

Oversubscription:

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit.

- a. *Where a child has a brother or sister currently attending the school*
- b. *Where there are medical grounds (supported by a doctor's certificate) for admitting the child*

- c. *Proximity of the child's home to the school as measured by a straight line on an Ordnance Survey Map - Scale 1 -10,000*

NOTE 1. Where the number of applicants exceeds the number of places available, the Governing Body will establish a waiting list with priority of attendance being applied in accordance with, and in the order of, the above criteria.

2. There are separate admission arrangements for the nursery and the reception class. Attendance in the nursery class does not guarantee admission to the Primary school. Parents of children attending the nursery must apply for a place in reception in accordance with the co-ordinated admissions process operated by the child's home Local Authority.

PRIMARY: N.I.A. – 30

As required by law, this school provides for the full-time admission of all children offered a place in the reception year group from the September following their fourth birthday.

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in the school year. Where entry is deferred, the school will hold the place for that child and not offer it to another child. The parent would not however be able to defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request that their child attends part-time until the child reaches compulsory school age. For parents opting to take up a part time place this would be mornings only.

Where parents choose to defer entry, the school may reasonably expect that the child would start at the beginning of a new school term/half term.

Primary Applications:

- Applications for a place in the Reception class will be processed in accordance with the co-ordinated admissions scheme operated by the child's home LA. For

children resident in Essex this is published in the Primary Education in Essex booklet.

- Applications must be received by the home LA by the National Closing Date -15 January 2018.
- Applications received after the National Closing Date will be handled in accordance with the co-ordinated admissions scheme published by the home LA.
- The outcome of applications will be communicated to parents by the home LA on the published offer date.
- The Governing Body is the admission authority for Rochford Primary School and is responsible for applying the admission criteria to rank applications in priority order. The governors are also responsible for organising and presenting admission appeals.
- Essex LA will continue to co-ordinate admissions and hold the waiting list for those children unsuccessful in gaining places at the school until the end of the first week of the autumn term. After this the governing body will hold the waiting list until the end of the autumn term and will notify the LA if an offer from the waiting list can be made on their behalf. The waiting list is held in the order of the oversubscription criteria.

Oversubscription:

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit:

1. *Looked after children.*
2. *Where the child has a brother or sister attending the school at the time of application and admission.*
3. *Proximity of the child's home to the school as measured in a straight line with those living nearer being accorded the higher priority (straight line distance measurement will be provided by the local authority).*

- NOTE** 1. *Siblings include a child living in the same family unit in the same family household and address. This includes brothers and sisters and stepbrothers and sisters. In addition, biological siblings are treated as siblings irrespective of residence. The older sibling must be attending the school at the time the application for the younger child is submitted and there must be a reasonable expectation that the older child will still be at the school at the time the younger child is admitted. This would mean that a sibling link would exist when the older child was in any year except the final year of the school, which for this school would be Year 6.*
2. *Looked after children includes: a 'looked after child' or a child who was previously looked after but immediately after being looked after, became subject to an adoption, residence or special guardianship order. 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).*
3. *The school will maintain a waiting list for the first term in each normal year of admission.*
For the 2018/19 academic year this will be until 31.12.18.

Appeals:

Under the School Standards & Framework Act 1998, parents have the right to appeal to an Admissions Appeal Panel. Details of appeals procedures can be obtained from the school.