



Naunton Park Primary School

Admissions Policy

(for entry 2022/23)

Last review date: December 2022
Next review date: December 2023

Approved by Governors 6.12 22 

1. GENERAL

Naunton Park Primary School is an inclusive, community school. The Governors are also committed to ensure that the admissions to the school reflect the full range of ability. Admissions to Naunton Park Primary School will be co-ordinated through Gloucestershire Local Authority's Co-ordinated Scheme and its timetable. Parents/carers will need to apply for a place in the Reception class of the School on the Common Application Form if they wish their child to be considered for a place. The School will admit 60 (30 per class) children to the Primary Phase. Where the number of applications is greater than the published admission number the oversubscription criteria will be applied.

Contact: Admissions and Transfer Team

Address: Gloucestershire County Council

Shire Hall

Gloucester

GL1 2TP

United Kingdom

web: www.gloucestershire.gov.uk/schooladmissions

Email: school.admissions@gloucestershire.gov.uk

Tel: 01452 425407

2. GENERAL OVERSUBSCRIPTION CRITERIA

When the school is oversubscribed, priority will be given to the admission of children who meet the criteria set out below:

- (a) Children with Statements of Special Educational Needs or an Education, Health and Care Plan (EHCP) where the school is named.
- (b) 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).
- (c) Children with a sibling attending the school at the time of application. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
- (d) Children for whom only one particular school is appropriate due to an exceptional medical condition (to be supported by a written statement from the child's doctor that demonstrates a very specific connection between their medical need and the facilities or resources of this school).
- (e) Children with the strongest geographical claim, measured in a straight line from the ordnance survey address point of the child's home address (including flats) to the ordnance survey address point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Late applicants will be dealt with in accordance with the procedures set down by Gloucestershire Local Authority as part of their co-ordinated scheme. If false or misleading information is used to gain entry to the school, the offer of a place may be withdrawn. Twins

and same year siblings: Where applications are received from twins, triplets or same year siblings, the procedure will be to follow the criteria above.

3. IN-YEAR ADMISSIONS

In-year applications are all those made outside the normal admissions round for children of compulsory school age i.e. those applications made during the academic year for any school place in Reception through to Year 11. The Local Authority will no longer be responsible for offering places to children on behalf of all schools/academies, but the Local Authority does maintain the statutory duty of being responsible and aware of all pupils and vacancies within schools/academies within Gloucestershire. To apply for a place at Naunton Park Primary School, parents/carers should therefore contact the school in the first instance. The school will consider all such applications and if the year group applied for has a place available, a place will be offered. If the school feels unable to admit a child with challenging behaviour outside the normal admissions round, even though places are available, it must refer the case to the Local Authority under the Fair Access Protocol. If a place is not available, the parent/carer can ask for his or her child's name to be added to the waiting list. Parents/carers whose application is turned down are entitled to appeal to an independent appeals panel.

4. APPEALS

Parents/carers who are not offered a place for their child have the right to appeal to an independent appeals panel. For Reception class places, parents/carers apply to Shire Hall for reconsideration after their offer of a school place. If reconsideration is not successful, then the parents/carers can appeal. For in-year admissions, parents/carers are directed to in-year admissions at Shire Hall, who send appeal paperwork directly to the parents/carers.

SPECIAL CONSIDERATIONS

Parental Preference

1. Children usually start school at the beginning of the academic year in which they turn 5 years old. Naunton Park Primary School operates within the Gloucestershire County Co-ordinated Admissions scheme for Reception entry and therefore this policy should be read in conjunction with the 'Guide for Parents and Carers' which can be found on www.gloucestershire.gov.uk/schooladmissions.
2. If you have not received a letter from the Local Authority by the end of November, you should contact the Local Authority admissions team at Shire Hall, Gloucester, GL1 2TP. Telephone: 01452 425408. Parents/carers are encouraged to express a preference in their choice of school by both the LA and the school. If no preference is expressed then school places will be offered in the first instance to children whose parents/carers have expressed a preference. The LA follows up cases where no preference has been received from the parents/carers. Where parents/carers have expressed an individual or ranking of preference the parents'/carers' order of ranking will, if necessary, be used as a criterion as this helps to maximise the effect of parental preference.
3. If the first preference cannot be offered then the LA has a statutory requirement to comply with the second preference, and so on. Should the parents/carers fail to express a preference as expected, then their child will be allocated a place at the school within whose catchment area the child's home address is located.