



# Stanton Bridge Primary School

Footballer



Doctor



Police Man Teacher



## Admissions Policy

2024

## Stanton Bridge Primary School Admissions 2024/2025

Stanton Bridge Primary School welcomes children from all backgrounds, abilities, and faith groups. We follow the Local Authority's admissions criteria. All applications from Reception to Year 6 are processed through Coventry City Council.

Visit the Council website to view all **Coventry Primary Admissions policies**

[http://www.coventry.gov.uk/info/148/school\\_admissions/114/primary\\_school\\_admissions/](http://www.coventry.gov.uk/info/148/school_admissions/114/primary_school_admissions/)

If the number of applications is less than the published admission number then all applicants will be offered a place.

If there are more requests for the school than there are places available within the school's admission number, places will be allocated in accordance with the following criteria and in the order shown below.

1. Children who, at the time of admission, are in the care of a local authority or are provided with accommodation by the authority (looked after children). Also children who were previously looked after but ceased to be so because they were adopted, or became subject to a child arrangements order or a special guardianship order, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked-after child is defined in Section 22 of the Children Act 1989.

2. Children who live in the catchment area served by the school, who have a brother or sister attending the school.

3. Other children who live in the catchment area served by the school.

4. Children living outside the catchment area with a brother or sister who currently attends the school

5. Children of all staff who have been continuously employed by the school for a period of at least two years for the purpose of working in the school as follows:

- All full-time teaching staff
- All full-time support staff - defined as those on 37 weeks and above contracts
- All part time teaching staff with a 45% and above timetable
- All part time support staff who work at least 15 hours per week for 37 weeks or more. The two-year qualification period may be waived if a post is hard to fill and has remained vacant for six months or longer. The definition does not include contract staff. If a service has been 'in house' and is subsequently 'contracted out' children of staff will no longer be eligible for priority admission under this criterion. The definition does not include peripatetic staff.

6. Children by reference to the distance to the preferred school.

If it is not possible to meet all of the requests in any one of the categories described above, Stanton Bridge Primary School will prioritise the requests by reference to distance.

### **Brothers and Sisters**

Stanton Bridge Primary School sees the benefits of children from the same family attending the same school and gives priority to brother and / or sister connections in its policy for allocating places. The definition of brother or sister includes step-brothers, step-sisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address. However, where schools are over-subscribed no guarantee can be given that places will be available for brothers and sisters.

### **Distance**

If it is not possible to meet all of the requests in any one of the categories described above, Stanton Bridge Primary School will prioritise the requests within that category by reference to distance. A straight-line measurement will be made, using a computerised mapping system, from the centre of the child's residence - to the centre of the preferred school site. The address used must be the child's permanent home address. The shortest measurement will have the highest priority. Where the final place in a year group can be taken by two or more children living an equal distance from the school, the school, overseen independently, will select by drawing lots.

### **Home address**

A pupil's home address is considered to be a residential property that is the child's only or main residence. At the time places are allocated, proof of permanent residence at the property concerned may be required. Where documentary evidence can substantiate to the satisfaction of Stanton Bridge Primary School that care is split equally between parents at two homes, parents must name the address to be used for the purpose of allocating a school place.

If a school place is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to withdrawal.

Children of UK service personnel and other Crown Servants will be treated as meeting the residency criteria for a catchment area once proof of posting has been provided.

### **Catchment area**

One of the aims of local schools is to serve their neighbourhood and develop links with the local community to strengthen the school and the community. The area served by a school is known as the catchment area and details of specific catchment areas are available.

<https://www.coventry.gov.uk/catchmentareas>

### **Deferred entry into Primary School**

Legally a child does not have to be educated until the term after their fifth birthday. Parents may feel their child is young for their age, or there may be other reasons for wanting to delay their entry to school. This is called deferred entry.

In this situation applications for a place should be made in the normal way. The parent/carer should contact the headteacher of the school to discuss the matter in more detail prior to submitting the application. If the parent/carer then decides to defer entry, a place will be reserved until the child starts as long as they start within the academic year. The school cannot allocate it to another child. Parents/carers cannot assume however that an application for a deferred entry place will be successful. It will be considered alongside all other applications in accordance with the admissions policy.

Where a parent/carer of a summer born child wishes to defer entry until the following academic year and wishes their child to start in reception this will mean the child is taught out of their normal age group. They should still make an application at the usual time but must notify school on the application that they will wish to request a place out of the normal age group. Parents/carers will then be contacted to discuss the matter further and should note there are no guarantees that such applications will be successful, but that each case will be considered individually.

Parents may seek a place for their child outside of their normal age group. The application will be considered alongside all other applications in accordance with the admissions scheme. Where the application is refused the parent has a right to an appeal against the refusal of a place, unless the child has been offered a place in another year group in the school.

### **Part time attendance**

Parents can request that their child attends part time until the child reaches compulsory school age.

### **Children currently attending Nursery Classes**

Parents of children already attending Nursery Classes will also need to complete an application form in order to request a place at their preferred Primary School.

Stanton Bridge Academy cannot guarantee that a pupil who is admitted to the school's nursery class will be admitted to the school.

### **Waiting List**

The Authority cannot always offer places at a preferred school. If this is the case the child's name will be automatically placed on the Waiting List. If places become available, the school will allocate the places in accordance with the oversubscription

criteria. Applicants may therefore move both up and down the list depending on whether others joining the list meet a higher ranked oversubscription criterion. Parents will be required to register their interest in the preferred school at the beginning of each term, otherwise they will be deemed to have withdrawn their interest.

### **Admission Number 2024/25**

Admission number represents the capacity of the school at the normal age of entry in the 2024/25 academic year and for Stanton Bridge Primary School the total is 60.

### **Appeals**

If you are not offered a place at this your preferred school you have the right of appeal against the decision not to allocate your child a place at this school. Accepting the place you have been offered does not affect your right of appeal.

Appeals are heard by an independent panel. Applications can be made via the Local Authority website which contains information on how to appeal and the schedule for all applications and hearing dates.

[http://www.coventry.gov.uk/info/148/school\\_admissions/122/school\\_appeals/2](http://www.coventry.gov.uk/info/148/school_admissions/122/school_appeals/2)