

NEWPORT PRIMARY SCHOOL

ADMISSION POLICY 2014/15

SECTION 1 : AIMS & OBJECTIVES

This policy aims to:

- Contribute to a simple clear, fair and objective admissions policy
- Enable parents and carers to make informed choices
- Inform parents and carers as to their rights with respect to admissions and appeals, including those pupils with special educational needs or disabilities
- Support the Local Authorities inclusion policy by supporting re-integration of excluded pupils back into mainstream education where appropriate
- Comply with all relevant legislation and guidance – including infant size classes and equal opportunities
- Clearly describe over-subscription criteria and how they are applied
- Explain what is expected from parents/carers, and what they can expect from the school and LA at any point of the admission process
- Provide the relevant contact name and details of personnel (both school and LA) who will provide any further information if necessary

Our admission number for 2014/15 remains at 40

SECTION 2 : SPECIAL CONSIDERATIONS

2. Parental Preference

Parents and carers are encouraged to express a preference in their choice of chosen school with the LA and the school.

If a preference is NOT made then their child will be allocated a place at the school within the catchment area of the child's home address.

3. Infant Class Size (30)

From September 2001, the legislation states that no child age 5,6 or 7 within an infant class at a maintained school will be in a class of NO more than 30 pupils, where regular teaching sessions are led by a single qualified teacher.

Admission of pupils in 'FAIR ACCESS' categories

The 'fair access' categories are as follows.

Numbers 1 – 5 are in order of initial Middlesbrough agreed Protocol categories agreed.

Numbers 6-16 are in order listed in the School Admissions Code, with slight amendments to make categories more specific.

1. Year 11 pupils who move into Middlesbrough in Year 11 (secondary only)
2. Children who have been out of education for longer than one term at the time of moving to Middlesbrough
3. Children attending short stay schools who need to be reintegrated back into mainstream education
4. Children whose parents/carers have been unable to find them a place after moving to Middlesbrough, due to a shortage of places
5. Children withdrawn from school by their family, following fixed term exclusions and unable to find another place
6. Homeless children

7. Children with unsupportive family backgrounds, where a place has not been sought
8. Children known to police and returning from the criminal justice system
9. Children with a school place and has a history of serious attendance problems (agreed as 50%)
10. Children who are carers
11. Children who have Special Educational Needs
12. Children with disabilities or medical conditions which would require a child to attend school which is better placed to meet their needs e.g Wheelchair access
13. Children of UK service personnel and other Crown Servants
14. New arrivals into UK with no English
15. Children of refugees and asylum seekers
16. Traveller Children

PROCEDURE FOR ADMISSIONS – PRIMARY SCHOOL

On receipt of a request to place a pupil who has not got a school place and where the pupil's circumstances fall within fair access categories 1-16 the Local Authority will:

- Establish if there is a preference for a particular school or schools
- If so, and the preferred school(s) have a place available, the pupil will be allocated a place at that school **unless:**
 1. To do so would be in breach of infant class size legislation
 2. The school is not the admission zone school and is at or above its admission number for the year group concerned
 3. The school is admission zone school and the school has reached a figure within that year group which equates to 10% of the published admission number
 4. The child is in category 16 and in the last 2 terms, the school has already admitted other category 16 pupils into that year group which equates to 10% of admission number
- If 1,2 or 4 above apply then the child would be offered a place at the admission zone school, if it was not one of the preferences submitted.
- If the admission zone school was one of the preferences and if 1,3 or 4 apply, a place will be offered at the nearest appropriate school (distance measured by a straight line).
- If there is no preference, then a place will be offered at the admission zone school **Unless:**
 5. To do so would be in breach of infant class size legislation
 6. The number of pupils in the year group at the admission zone school has reached a figure which equates to 10% over the published admission number
 7. The child is in category 16 and in the last 2 terms the school has already admitted other category 16 pupils into the year group, which equates to 10% of the published admission number
- If 5,6 or 7 above apply then the child would be offered a place at the nearest appropriate school in accordance with the terms above (distance measured by a straight line)
- Wherever possible, siblings of children who have been allocated a place will be admitted to the same school unless 1,3 or 4 above applies and subject to physical capacity in the room(s) concerned.

Each address has two admission zones ie. Separate admission zones for RC and community schools. For parents/carers expressing a preference for a RC schools, RC admission zones will apply.

Parents/carers wishing to submit a preference for a place at Newport Primary School reception class must submit their preference to the Local authority NOT directly to the school.

This must be submitted in November of the academic year in which the child turns four.

If the child currently attends Newport Primary school Nursery, then the school will forward your child's details to the LA admissions team to enable them to send out an application pack.

Please note that a school nursery place does NOT guarantee a place in Newport Primary School reception class. A reception place must be applied for even if your child already attends Newport Nursery.

If a child is refused a place, then an appeals application form must be completed and submitted to the school directly. An appeals panel will be appointed to look at all appeals submitted and decisions will be made by the appeals panel based upon the evidence presented to best meet the needs of the pupil and the school.

A booklet is available containing information and help in the transition to primary school.

[Go to Primary and Secondary education in the Middlesbrough document.](#)

For further details in regard to Newport Primary School Admissions – contact Denise Batty – Senior administrator 01642 861911