



Fowey Primary School Admission Arrangements for September 2016

The School

Fowey Primary School is a 4-11 years mixed primary school. We are very proud of our happy and nurturing ethos, where each child is valued and supported as an individual. We are an inclusive school and welcome all applications.

The school is an academy and part of the [Peninsula Learning Trust](http://www.peninsulalearningtrust.co.uk) who are the admissions authority for the school.

The Published Admission Number (PAN) for each individual year group is 30.

Applying for a place

If you are applying for a place in Reception Class commencing September 2016 and live in Cornwall you should complete Cornwall Council's Common Application Form, available electronically at www.cornwall.gov.uk/admissions or in paper form in their reception class prospectus

Completed forms should be returned to Cornwall Council by the date required on the form. Applicants from outside Cornwall should complete the form provided by their own council.

How places are allocated

If you apply for a place in the school and the number of applications is not greater than 30 then you will be automatically offered a place. However if this number is exceeded, then after the admission of pupils where the school is named in their Statement of Special Educational Need or Education, Health and Care Plan then the criteria below will be applied in the following order of priority:

Oversubscription criteria:

- 1. Children in care and children who were previously in care.**
- 2. Children who live in the designated area** of the preferred school or whose parents can provide evidence at the time of making the application that they will be living in the designated area of the preferred school by the date from which admission is required.
- 3. Children with an unequivocal professional recommendation** from, for example, a doctor, school medical officer or educational psychologist, that non-placement at the preferred school would not be in the best interest of the child and that placement at the preferred school is essential. Such recommendations must be made in writing to the Cornwall Council School Admissions Team and must give full supporting reasons.
- 4. Children with siblings** who will still be attending the preferred school at the time of their admission.
- 5. All other children** (using tie-breakers as defined later in this document as necessary).

Notes and definitions

Children in care and children who were in care

A 'child in care' is also referred to as a 'looked after child' and 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).

A 'child arrangement order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

For further information see the full [Admissions Code](#).

Siblings

'Siblings' means brothers and sisters. They are defined as children with at least one natural or adoptive parent in common, living at the same or a different address. Children living permanently in the same household at the same address would also be counted as siblings, regardless of their actual relationships to each other.

To qualify as a sibling a child must be on the roll of the school in question at the date of application, allocation and admission.

Twins

Where applications are received on behalf of twins, triplets, etc. or brothers and sisters whose dates of birth place them in the same year group, every effort will be made to offer multiple places at the school, but an offer cannot be guaranteed.

Designated area ('catchment' area)

A [map of the catchment area](#) is available on the council's website.

Tie-breaker

If the criteria outlined above leave more children with an equal claim than places available, the following tie-breaker will be used:

(i) Distance

Where two or more children fulfil the same criterion, priority will be given to the child who lives nearest to the school.

(iii) Random allocation

Should the distance tie-breaker above still leave children with an equal claim because distances are exactly the same, random allocation will be used to decide on priority.

Distances

Home to school distances used for tie-breaking will be measured by a straight-line measurement as determined by CAPITA One and supported by Cornwall Council's Geographical Information System (dataMap). Measurements will be between your home address using Ordnance Survey's Address Point dataset (usually the centre of the main building of the property) and the main gate of the school (as determined by Cornwall Council).

Home address

Each child may have one registered address only for the purposes of determining priority for admission. This should be the place where the child is normally resident.

If there is shared residence of the child or a query is raised regarding the validity of an address, it may be necessary to use the address of the person receiving child benefit for the child. If this is inconclusive, the registered address would be considered to be the address at which the child spends the majority of days during the school week.

The final decision with regard to establishing the home address will rest with the Trust.

Late Applications

Late applications will be processed at a later stage so it is possible that all places will have been filled. For further information please see the council's website.

If you are unsuccessful in obtaining a place at the school you can request to be placed on a waiting list – which is regularly monitored by the school and maintained for 12 months.

Please be aware that the length of time you have been on a waiting list does not confer any additional priority – if a place becomes available and there are two or more children on the waiting list then the over-subscription criteria explained above will be applied.

In-Year Admissions

Applications for In-Year admissions are made in the same way as those made during the normal admissions round. If a place is available and there is no waiting list your child will be offered a place. If there are no places available then you can choose to be put on a waiting list.

Deferred admissions

If your child will not have reached the compulsory school age (beginning of the term *after* their fifth birthday) you can request that they attend part-time or start later in the academic year. Please contact the Head Teacher for an informal discussion of your circumstances.

Placement of children outside their normal age group

Although most children will be admitted to the school with their own age group, from time to time parents seek places outside their normal age group for gifted and talented children or those who have experienced problems or missed part of the year, often due to ill health.

While it would not normally be appropriate for a child to be placed in a year group that is not concurrent with their chronological age, the school will consider these requests carefully, and will make a decision based on the particular circumstances of each case.

Appeals

If an applicant is not allocated a place at their preferred school they will have the right to appeal to an independent panel - the refusal letter will explain how to do this. Parents will have 20 school days after they receive the notification to appeal the decision. Appeals must then be heard within 40 school days of this deadline.

Please be aware that the circumstances in which an appeal might be successful are fairly limited. The Local Governing Body recommends that any parent considering an appeal arranges an informal discussion with the Head Teacher before proceeding.