

# Wayfield Primary School

Wayfield Road, Chatham, Kent ME5 0HH

Telephone 0300 065 8230

Fax 01634 843544



## DETERMINED ADMISSION ARRANGEMENTS FOR WAYFIELD PRIMARY SCHOOL FOR THE ACADEMIC YEAR 2016/17

### ADMISSION POLICY 2016

1. Children reach compulsory school age at the start of the term following their fifth birthday. Wayfield Primary School will admit 3 year-olds into its Foundation Stage class, i.e. those children born between 1 September 2012 and 31 August 2013.
2. Parents/carers need to complete the Common Application Form in accordance with the co-ordinated scheme.
3. Parents/carers are not obliged to start their child at school until the beginning of the term after the child is 5. Therefore, parents/carers who have been offered a September place may ask to defer their child's admission until later in the school year or until the child reaches compulsory school age in that school year without losing the offer of a place. Parents/carers can also request that their child attends part-time until the child reaches compulsory school age. Parents/carers of children with summer term birthdays (1 April to 31 August 2012) may ask to start their child in Year 1 in September 2017 but the Reception place will not be saved. Parents/carers will have to reapply for a Year 1 place. Parents/carers are not able to defer entry beyond the beginning of the term after the child's fifth birthday.
4. The Published Admission Number for Wayfield Primary School is 30.

### OVERSUBSCRIPTION CRITERIA

Following receipt of parental/carer preferences, places will be offered to those children with statements of special educational needs where Wayfield Primary School is named. Then, if the number of requests received via the coordinated scheme is more than the number of places available, places will be allocated in the following priority order:

1. Children in public care -as defined in the Medway co-ordinated admission scheme.
2. Current family association (a brother or sister in the school at the time of application and still attending in September 2016).

3. Child's health reasons. Medical evidence must be provided which demonstrates a specific health reason, which requires a child to attend Wayfield Primary School
4. Multiple birth children, as defined in the Medway co-ordinated admission scheme.
5. Nearness of child's home to school measured using Medway Council's criteria.

Where criteria involves measuring distance to a child's home, the Local Authority's procedures for ascertaining the shortest available safe route between home and the school will be used.

In the event of a tie within any criterion before the last, places will be allocated to those living the closest distance to the school as mentioned above.

In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.

## **CASUAL ADMISSIONS**

Parents/carers need to complete the Casual In-Year Admission Form and places will be offered in accordance with the co-ordinated scheme.

1. Parents can apply for a casual admission at any time during the school year.
2. If no places are available at the time of application, a waiting list will be maintained. Names are kept in priority order according to the oversubscription criteria and not according to how long a child's name has been on the list.
3. Any place that becomes available will be offered to the child at the top of the list.
4. All vacancies will be allocated as they arise.

### **Casual Admissions when transferring schools without moving home**

If a parent/carer wishes to transfer their child from another school without moving home, the Headteacher will contact the child's current school to ascertain the situation so that our school is able to offer the correct support should the child be offered a place.

## **APPEALS**

Parents/carers have the right to appeal if a place is not offered to their child. Appeals will be handled in line with the School Admissions Appeals Code.