

Churchfields Primary school
ADMISSIONS ARRANGEMENTS FOR THE YEAR 2018-19



Churchfields Primary School is part of the Chesterton Academy Trust.

The planned admission PAN is 60

The school will offer places on a full time basis from the start of the Autumn Term in the year of their fifth birthday

Parents have the right to express a preference for the school that they wish their child to attend. However, if the total number of preferences for admission to Churchfields Primary School exceeds the Academy's Planned Admission Number, the following order of priority is used to allocate the available places:

If the total number of preferences for admission to a school exceeds the school's Published Admission Number (PAN), the following order of priority is used to allocate the available places.

Relevant children in care

Children who satisfy both of the following tests:

Test 1: the child is distinguished from the great majority of applicants either on their own medical grounds or by other exceptional circumstances. Medical grounds must be supported by a medical report (obtained by the applicant and provided at the point of application). This report must clearly justify, for health reasons only, why it is better for the child's health to attend the preferred school rather than any other school

Exceptional circumstances must relate to the choice of school and the individual child, i.e. the circumstances of the child, not the economic or social circumstances of the parent/carer. It should be supported by a professional report (obtained by the applicant and provided at the point of application), e.g. social worker. This report must clearly justify why it is better for the child to attend the preferred school rather than any other school

Test 2: the child would suffer hardship if they were unable to attend the preferred school

Hardship means severe suffering of any kind, not merely difficulty or inconvenience, which is likely to be experienced as a result of the child attending a different school. Applicants must provide detailed information about both the type and severity of any likely hardship at the time of application

Children who have an elder sibling in attendance at the school and who will still be attending the school at the proposed admission date; (For admission purposes, a brother or sister is a child who lives at the same address and either: have one or both natural parents in common; are related by a parents marriage; are adopted or fostered by a common parent or are unrelated children who live at the same address, whose parents live as partners)

Children living within the catchment area

Children are arranged in order of priority according to how near their home addresses are to the main gate of the school, determined by a straight-line measurement as calculated by the School. The School uses a Geographical Information System (GIS) to calculate home to school distances in miles. The measurement is calculated using Ordnance Survey (OS) data from an applicant's home address to the main front gate of the school. The coordinates

of an applicant's home address are determined using the Local Land and Property Gazetteer (LLPG) and OS Address Point data.

The home address is considered to be the child's along with their parent/carer's main and genuine principal place of residence at the time of the allocation of places i.e. where they are normally and regularly living. If a child is resident with friends or relatives (for reasons other than legal guardianship) the friends or relatives address will not be considered for allocation purposes

Waiting lists

Unsuccessful applicants will be placed on a waiting list in accordance with the criteria stated above and not based on the date their application was received. If places become available after the offer date they will be offered according to the child at the top of the waiting list.

Waiting Lists will be kept until the end of the autumn term of admission.

For cases where the infant class size regulations apply, the waiting list will operate until the cohort concerned leaves Year 2.

Inclusion on a school's waiting list does not mean that a place will eventually become available at the preferred school.

If an applicant is refused there is a statutory right to appeal to the Academy Trust. Further details of the appeal procedure are available upon request.