



Ludgvan School Admissions Policy

Admission Policy 2020-2021

Ludgvan welcomes all children, up to a maximum of 30 in any year group. In exceptional circumstances, extra pupils may be admitted.

The Governing Body will decide if the circumstances are exceptional.

Admissions to Reception Class are controlled by the Local Authority who will use these oversubscription criteria on our behalf.

In-Year admissions (Y1-Y6) will be handled by the school from 2020-2021.

Local Authority Notes and definitions

Children with statements of special educational needs

If a child with a statement of special educational needs has the name of the school specified in his/her statement, the child **must** be admitted to the school.

Children in care

'Children in care' are also referred to as 'looked after children' and they are children who are in the care of the Local Authority.

Children in care **will be** admitted to the school considered most suitable by the Corporate Director, Children, Schools and Families, regardless of the number on roll.

Key Stage 1 class sizes

In accordance with the School Admissions Code, additional children may be admitted to Ludgvan School by the LA above the 30 KS1 infant class size limit under very limited exceptional circumstances. These children will remain an 'excepted pupil' for the time they are in an infant class or until the class numbers fall back to the current infant class size limit. The excepted children are:

- a) children with statements of special educational needs admitted outside the normal admission round;
- b) children in care and children who were in care but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order) immediately after being in care admitted outside the normal admission round;
- c) children admitted, after initial allocation of places, because of a procedural error made by the admission authority or local authority in the original application process;
- d) children admitted after an independent appeals panel upholds an appeal;

- e) children who move into the area outside the normal admission round for whom there is no other available school within reasonable distance;
- f) twins and children from multiple births when one of the siblings is the 30th child admitted;
- g) children with special educational needs who are normally registered at a special school, who attend some infant classes within the mainstream school.

Designated areas

Cornwall Children's Services Authority (CSA) has divided the county into geographical areas. Each of these areas is served by a specific primary school, or in some cases, groups of schools. These areas are called 'designated areas' (you may also have heard these areas referred to as 'catchment' areas). Your designated school will not always be the one nearest to your home address. Maps are available for all designated areas on request. You can also ask to be notified of the designated school(s) for any address. These requests should be made to: Cornwall Council, Admissions and Transport (Policy), Children, Schools and Families, Camel Building, County Hall, Treyew Road, Truro, TR1 3AY. Tel: 0300 1234 101, email: admissionsandtransport@cornwall.gov.uk

If you are planning to move into the designated area of a school, your application for a place for your child at that school will not be given the priority accorded to designated area pupils without firm evidence of your new address and moving date, such as a copy of a signed and dated tenancy agreement or confirmation that contracts have been exchanged.

Professional recommendation for admission

If you think your child meets this criterion, as described in the Oversubscription Criteria, you must send the relevant written evidence to Cornwall Council, Admissions and Transport (Policy), Children, Schools and Families, Camel Building, County Hall, Truro, TR1 3AY.

Siblings

'Siblings' means brothers or 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 relationship 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.

'**Parent**' is any person who has parental responsibility or care of the child.

Distances

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

Admission dates

Children will be eligible for a full time place in reception from September of the school year that runs from 01 September 2020 to 31 August 2021 if they were born between 01 September 2015 and 31 August 2016.

All children who have their fourth birthday between 01 September 20120 and 31 August 2021 will be entitled to be admitted to a full time reception class in a primary school in September 2020.

Parents may request that their child attends part-time until they are of compulsory school age. If a parent does ask for a fifteen hour part-time place in a school then a child will not be entitled to their free fifteen hour nursery funding in other pre-school settings. Admission authorities must agree to such a request where it appears to be in the best interest of the child. In the case of community and voluntary controlled primary schools, the Local Authority will delegate such decisions to headteachers in the first instance.

For children born between 01 September 2015 and 31 March 2016, parents will have the right to defer their admission until they are of compulsory school age. For children born between 01 April and 31 August 2016, admission may only be deferred until April 2020. Parents with children born between these dates would not be breaking the law by not admitting them to school until September 2021, but schools may not keep places open for the whole of the reception year until September 2021. Such parents would need to re-apply for a place in year 1 from September 2021.

Early years/nursery places

Please note: If your child attends Oasis nursery funded provision on the school site, or any nursery or pre-school provision, your child MUST still apply for a place at Ludgvan School through the normal admissions application process. There is no automatic guarantee of a place at the school.

Home address

Each child may have one registered address only for the purposes of determining priority for admission and transport entitlement. This address 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. However, parents should settle any dispute prior to submitting only one application to the LA for each child.

Multiple birth siblings

Where applications are received on behalf of 'multiple birth siblings' (i.e. twins, triplets, etc.) or siblings whose dates of birth place them in the same chronological year group, every effort will be made to offer places at the same school, which may mean allocating places above the Published Admission Number (PAN) where that is possible. However, where this is not possible, parents will be invited to decide which of the children should be allocated the available place. A sibling may be admitted even if the infant class size limit would be exceeded, where one of the siblings is the thirtieth child admitted.

Relevant area(s)

Consultations on proposed admission arrangements will be carried out with governors, families who use the school and Oasis facilities as well as via our newsletter which is posted in the community, and the school website.

Oversubscription criteria

Admission in Reception to Year 6 in Ludgvan School

The following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils with statements of special educational needs where the school is named in the statement, in the above year groups at a primary school for the 2020 / 2021 school year:

1. Children in care and children who were in care but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order) immediately after being in care.
2. Children who live in the designated area of the preferred school or whose parents can provide evidence that they will be living in the designated area of the preferred school by the date from which admission is required.

If there are more designated area children wanting places at a school than there are places available, criteria 3 to 6 below will be used to decide which of these children should have priority for admission. If there are still places available after all the designated area children have been allocated places, criteria 3 to 6 will be used to decide which of the remaining children should have priority for any spare places.

3. Children with an unequivocal professional recommendation from 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 and must give full supporting reasons and will be reviewed by the LA.
4. Children with siblings who will still be attending the preferred school at the time of their admission.
5. Offspring of staff at the school where the Governing Body decide to make this a priority for recruitment or retention of staff.
6. All other children by distance of their home address from the school as in '**Distances**' above.

Final tie-breaker

Should the tie-breakers above still leave children with an equal claim because distances are exactly the same, random allocation (in accordance with 1.34 and 1.35 of the School Admissions Code) will be used to decide on priority. The LA's Random Allocation Protocol is available from the LA on request.

If you would like this information in another format please contact:

Ludgvan School

Telephone: **01736 740408**

Email: **secretary@ludgvan.cornwall.sch.uk**

www.ludgvan.cornwall.sch.uk