**ADMISSION ARRANGEMENTS 2022/23**

West Thornton Primary School is part of Inspire Partnership, a small multi-academy trust working in Greenwich, Medway and Croydon to transform students’ lives. As a partnership of schools we are better able to support our students, we strongly believe in the power of collaboration and continually work together to find innovative ways of working. West Thornton Primary School joined the Inspire Partnership in April 2020.

West Thornton Primary School is a 5 form entry school on two sites that are close together; Canterbury Road and Rosecourt Road.

**Our Values**

* Resilience
* Kindness
* Collaboration
* Respect
* Responsibility
* Curiosity

We provide learners with a safe community in which to grow, develop and thrive, taking greater ownership over their own learning and developing the confidence to move forward confidently and successfully with their lives and in harmony with others.

We believe that children are capable of great things, our place is to build this belief in them and provide them with the opportunities to demonstrate it.

**RECEPTION**

**West Thornton Primary School will admit 150 children to the reception year.**

Applications should be made directly to the local authority: West Thornton Primary School does not require a SIF.

**ADMISSIONS CRITERIA**

Admission of children with an Education Healthcare Plan (EHCP) that names the school will be admitted first.

Should applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below:

1. Looked after children and previously looked after children (see Note 2).
2. Children who have a sibling currently attending the Academy (see Note 3).
3. Where there are medical grounds (supported by documentation from a registered medical practitioner) for admitting the child to this school.
4. Children of Staff (see Note 4).
5. Proximity of the child’s home to the school, with those living nearer being accorded the higher priority (see Note 5). This is measured from the gates at Rosecourt Road.

**TIEBREAKER**

Distance will be used as a tiebreaker for each oversubscription criterion. Where distance is the same for pupil, the authority will use random allocation. This will be independently verified.

**WAITING LISTS**

A waiting list is held for the first term of the Reception year, and thereafter applicants are required to complete the local authority in-year application form if they wish to remain on the waiting list. In-year waiting lists are maintained for one academic year and applicants are required to re-apply for each academic year. A child’s position on the waiting list will be determined in accordance with the admissions criteria and will not take account of the date on which the application was made. A child’s position on the waiting list can go down as well as up; e.g. if a child on the waiting list moves nearer the school.

**IN YEAR APPLICATIONS**

Applications for a place at the School, in-year must be made using the Common Application Form from the Local Authority where the child resides. This form must be returned to the Local Authority. The governors will use the same criteria to rank the application as that listed above. The offer of a place at the Academy will be made by the Local Authority on behalf of the governors. In the event of the governors deciding that a place cannot be offered, parents will be offered the opportunity of placing their child’s name on a waiting list. This does not prevent parents from exercising their right to appeal against the decision not to offer a place.

West Thornton Primary School will arrange for the parents to visit the school and discuss transition from the existing school. With the parents’ permission, the current school may be contacted to gain any information which may be of use in enabling the child to settle into West Thornton Primary School.

**APPEALS**

Parents whose application for a place at this school is unsuccessful may appeal to an independent appeal panel, under the provisions of the School Standards and Framework Act, 1998. Appeals must be made online to Croydon independent appeals service (see IAS). On [www.croydon.gov.uk/democracy/feedback/appeals](http://www.croydon.gov.uk/democracy/feedback/appeals) so that it is received by the date given in the letter confirming the governor’s decision. Parents/carers have the right to make oral representations to the appeal panel.

**CHILDREN OF MULTIPLE BIRTHS**

West Thornton Primary School will admit all the children of a multiple birth, even if this exceeds the Key Stage One class size limit.

**NOTES FOR CLARIFICATION**

NOTE 1 – Admission to school for all children is provided in the September following their fourth birthday. Parents have the right to request that their child:

* Start school full-time in September with the natural school cohort.
* Start school on a part-time basis for a selected period of time or until the point of reaching statutory school age (statutory school age is the term after the child’s fifth birthday)
* Defer Entry. Entry can be deferred, however a child must attend school within the Reception year, entry cannot be deferred until Year 1

NOTE 2 – Looked-after children are defined as children in public care at the date on which the application is made. Previously looked after children are children who are looked, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order, immediately after being looked-after. An application under this category must be supported by a letter from the relevant local authority.

NOTE 3 –. A sibling is defined as a brother or sister, half-brother or sister, step-brother or sister, foster-brother or sister or adopted brother or sister whose main residence is at the same address.

NOTE 4 – Where the member of staff has been employed at West Thornton Primary School for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

NOTE 5 – The distance will be measured in a straight line from the child’s home address to the designated entrance of the school which is the main gate on Rosecourt Road, for both sites, using a computerised measuring system (GIS) and geographical reference points as provided by the National Land and Property Gazetteer (NLPG). Those living closer to the school will receive higher priority.

If a child lives in a shared property such as flats, the geographical references will determine the start point within the property boundaries to be used for distance calculation purposes.

**ADMISSION OF CHILDREN OUTSIDE THEIR NORMAL AGE GROUP**

Parents can request that their child is admitted outside of their normal year of entry so that their child starts school in Reception when they would normally be starting year 1.

It is the expectation of our School that a child is educated alongside his/her age equivalent peers, in almost all cases. We would strongly advise that all children enter into their normal year group. The responsibility for addressing individual educational needs lies with the Academy through an appropriately differentiated and enriched curriculum.

Parents may request that their child is exceptionally admitted outside their normal age group. The governing body will make a decision on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent’s views; information about the child’s academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

There is no statutory barrier to children being admitted outside their normal age group, but parents do not have the right to insist that their child is admitted to a particular age group.

The School will take into account the child’s individual needs and abilities and to consider whether these can be best met in Reception or Year One. It will also involve taking account of the potential impact on the child of being admitted to year one without first having completed the Reception year. The views of the Head teacher will be an important part of this consideration.

It is helpful, but not necessary for parents to submit supporting evidence from a professional.

In some cases parents may have professional evidence that would be appropriate for them to submit, for example, when a child receives support from a speech and language therapist. However, there is no expectation that parents will obtain professional evidence that they do not already have. We will still consider information which might simply be the parent’s statement as to why they have made their request.

Parents must consider the impact of a child being educated with children of a different age both within primary school and at transition to secondary where admission outside the cohort cannot be guaranteed.

The process for requesting such an admission is by writing to the School detailing all the circumstances and providing any relevant supporting evidence.