



Winlaton West Lane Community Primary School

Admissions Policy 2015 – 2016



Gateshead Local Authority (LA) allocate places at our Community Primary School using the following policy'. They consult the governing body of Winlaton West Lane Community Primary School each year about this policy and arrange admissions to the school for the first year of entry using our co-ordinated admission scheme. We also use this policy when deciding the allocation of places for in year transfer/casual admissions to the school

The policy is as follows:

- Primary schools will normally only admit children who are between 4 and 11 years old.
- Your child will normally start school at the beginning of the academic year in which they will reach the age of five. (An academic year lasts from 1 September in one year to 31 August in the following year).
- We will normally accept pupils up to our agreed Planned Admission Number – 60 - for the year group.
- We will normally admit pupils who have been referred for placement at a particular school through the LA placement panel who determine admissions under the In Year Fair Access protocol.
- We will try to offer your child a place in your first-choice school. However, this may not be possible.

Oversubscription

- If there is not enough places available in a school, places will be allocated to children whose parents have put the school as any ranked choice on the application form this is called the Equal preference system, among those children we will give priority in the following order.
 1. Children in Public Care (and as deemed under Section 22 of the Children Act 1989).
 2. Children who live in the school's catchment area and who will have a brother or sister at the school, or at the feeder junior school during the coming academic year.
 3. Other children who live in the school's catchment area.
 4. Other children who will have a brother or sister at the school or at the feeder junior school during the coming academic year.
 5. All other children.
- If the criteria above are not enough to help us to decide priority, we will consider the distance pupils live from the school, measured 'as the crow flies' i.e. in a straight line from



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your home to the school's main entrance. Pupils living nearest to the school will have priority.

However, children who would not have priority based on this may be considered if they do not have access to primary education at other schools in the area.

- We can consider individual applications, particularly in cases involving medical or social needs. If you wish to apply on medical or social grounds you must provide written evidence from relevant registered health professionals i.e. a doctor or social worker. Parents must demonstrate why alternative schools are not appropriate and the difficulties that would be caused if they were to travel to and attend alternative schools.
- 'Children in public care' have particular social needs that we the Head Teacher and governing bodies must have regard for this is why such children are given top priority in our admission criterion. If we, the LA, decide it is appropriate and suitable we may, if there are no vacancies in the relevant year group, decide to admit such a child over the planned admission number of the school providing it would not breach statutory class size legislation.
- **We will look only at the parent or guardian's address to decide whether a child lives in the school's catchment area.**
- If places become available we will consider all relevant applications based on a waiting list. All applicants placed on the waiting list are placed according to the admission priorities set out above and in accordance with our Co-ordinated Admission Scheme for Infant, Junior and Primary Schools September 2016. However children who have been referred for admission by the In Year Fair Access Protocol placement Panel and are without a school place will receive priority above children in all other criterion except those children in public care. If appropriate we may decide to exceed the Planned Admission number to admit a child who is referred for admission through the In year Fair Access protocol panel or is in public care. This waiting list will be kept up to the start of the academic year. After this period the Head Teacher will commence a new waiting list from only those applicants who contact the school directly at the start of term in September.
- **Access for children with disabilities**

We have made a commitment that, wherever possible children who have disabilities will be educated in their local primary school. Where possible, the school and we will consider making reasonable adjustments to the building to allow your child to go there.

If we cannot make the necessary adjustments, we will discuss with you an alternative school that could provide suitable facilities. If there is not a place available at this alternative school we will still expect the school's Governing Body to accept your child. An increasing number of Primary Schools already provide access for children with a range of special needs. We have plans to continue to increase this number and will promote improved access to all schools in Gateshead



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Appendix 3

SEPTEMBER 2016

PROPOSED PLANNED ADMISSION NUMBER AND INDICATED ADMISSION NUMBER

Primary	Planned Admission Number	Indicated Admission Number
Winlaton West Lane Community Primary	60	60

This policy will be reviewed annually or earlier if deemed necessary.

Signed: *A. H. Exley*
Head Teacher

Date: September 2015