

Admissions Policy



Admission Policies

Foundation 1

Procedure for admission:

- Completion of an official Foundation 1 application form by an interested adult.
- Details of child to be entered onto the official waiting list for St. George's Foundation 1 class.

Conditions for admission.

St. George's Foundation 1 class is a 26 place, part-time setting. Children can be admitted once they have turned three years old. Places will be allocated according to the following criteria

- Looked after children or children with a Statement of Special Educational Needs.
- The age of the child (children from the oldest age band first).
- Children with siblings already attending the school.
- Proximity to the school.
- Needs of the child/family.

Entry Procedure

Families will receive an offer of a place in the EYFS shortly before their third birthday. The following will take place soon after a child has received an offer of a place in the EYFS:

- A home visit will be conducted by the teacher and emotional wellbeing worker.
- Children will be invited to spend a session in the setting with their parents; information about school routines will be shared with families, key staff will be introduced, and parents will have the opportunity to ask any questions they may have.

We at St. George's Primary School will endeavour to operate a sufficiently flexible system to meet, wherever possible, the individual needs of families applying for a place at our Nursery.

Offer of a place in the Foundation 1 does not guarantee or improve the chances of securing a place in F2.

Foundation 2

Procedure for admission

- Completion of an official authority application form stating three chosen schools in order of preference which is sent to admissions.
- In May the authority will inform schools and parents of allocated places for that year.
- There is a single point of entry to the main school in September.

1. The total number of pupils per year group is 30. This is calculated and set by the LA and will be reviewed annually by the Governors
2. The selection criteria used by the authority (and nationally) is as follows and are applied in the following order:
 - Looked after children or children previously looked after, children with an EHC plan.
 - Significant medical or exceptional family circumstances where the application is supported by a letter from a medical practitioner or social worker and must state how the medical condition or family circumstances relate to the choice of school.
 - Children who have siblings in school; this includes includes step siblings, foster siblings, adopted siblings and other children living permanently at the same address.
 - Proximity to the school. This will be measured as the distance on foot from the child's address to the main school entrance. Where parents have joint custody the address closest to the school will be used to make the judgement.
3. If there are more pupils than there are vacancies then parents have the right to appeal.

On admission:

- A home visit will be conducted by the teacher and emotional wellbeing worker for children not already attending St George's.
- An induction meeting will be held in school during which information about school routines will be shared with families, key staff will be introduced, and parents will have the opportunity to ask any questions they may have.
- If a single parent registers their child, then we shall ask if they know an address where we can contact the other parent in order to send a copy of any relevant information e.g. school activities; annual school report (Children's Act 1988).

Year Groups 1- 6

All admissions are now handled by the Local Authority including in year transfers.

On entry:

- The child's former school will be notified.
- Relevant information will be sought and communicated to those members of staff with an interest.
- The class teacher will undertake assessment of the child in the first week of entry.
- The SEN co-ordinator will be informed if a more detailed, diagnostic assessment is required.

See also the school's Induction Policy.