**Grampound with Creed Church of England School – Fore Street – Grampound – TRURO – TR2 4SB**

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**Admission Arrangements from 2016/2017**

Grampound with Creed School welcomes all children. The school follows the LA’s co-ordinated Admissions Scheme for Reception children. In-Year admissions, for pupils wishing to attend in all other year groups will be processed by the school following the admissions criteria stated in this policy.

The Governors’ admission policy reflects the fact that we are a village school, but at the same time acknowledges its Church of England status. The planned admission number for the School is 15 pupils per year.

**Application Process**

For Reception Class places, if parents have already registered their child’s details with us, we will send them a copy of the Local Authority booklet at the appropriate time. Otherwise, parents can obtain a booklet from any school in Cornwall or from the Local Authority. These booklets will contain the Cornwall Admissions Common Application Form (CACAF) which must be completed and returned to the Local Authority by the deadline set out in the booklet. Alternatively, the information will be available on the Council’s website where parents can apply online. Parents will be invited to express up to three preferences for a reception place, which are equal ranking. The timetable for applications will also be laid out in the CSA’s booklet.

**Admission Dates**

All children due to start Reception Year are entitled to fulltime education starting in the Autumn Term, but parents may request part-time attendance until the child is of compulsory school age. (Parents may of course choose for their child not to be admitted until they are of compulsory school age although admissions cannot be deferred beyond the beginning of the term after their child’s fifth birthday, or beyond the academic year for which the application was made).

**Late Applications**

Late applications are considered at the same time as other applications in exceptional cases only as specified in the CSA Booklet. For other late applications parents will be notified about the outcome of their application as soon as possible in line with the timetable outlined in the CSA booklet.

**Oversubscription Criteria**

Should any year be oversubscribed, after the admission of pupils with a statement of Special Educational Needs where the school is named in the Statement, priority for admission will be given to those children who meet the admissions criteria set out below, in order by the Governing Body.

Priority for admission will be:

1. Children who are in public care (looked after children) and children who were previously in public care (previously looked after children).
2. Children with siblings attending the school at the proposed date of admission.
3. Children whose home address is within the School’s designated area as outlined by the LA. Home address will be as defined in the CSA booklet.
4. Children of practising Anglicans (recommendation from parish priest and proof of Baptism or equivalent) under the criteria below in the following priority order:

1) At the heart of the church

2) Attached to the church and

3) Known to the Church

(over the last 2 years). Applicants new to the area would need to provide evidence from a previous church or churches. **See definitions below.**

1. Children of all practising Christians of other denominations recognised by Churches together (recommendation from minister and proof of Baptism or equivalent) – under the criteria below in the following priority order:

1) At the heart of the church

2) Attached to the church and

3) Known to the Church

(over the last 2 years). Applicants new to the area would need to provide evidence from a previous church or churches. **See definitions below.**

1. Children who currently attend the School’s ‘Early Years’ nursery provision.
2. All other children.

**Tie Breaker**

In the event of a tie break situation, children for whom the school is geographically nearest to their home address (distance measured – straight line from the centre of the building of the home address to the main school gate using the Local Authority GIS measuring system) will be given priority. Home address being the place of main residence (holidays and visits to ‘separated’ parents notwithstanding).

No notice is taken of a child’s academic ability or social background, or disability. Appeals against refusal to admit will be heard by an independent appeals panel administered on behalf of the Diocese by Cornwall LA. The Governing Body follow the LA Co-ordinated Admissions Scheme. A ‘waiting list’ as outlined in the LA admissions booklet will be operated, should places be oversubscribed

The Governors will maintain the waiting list after the end of the co-ordinated admission scheme in line. Children on the waiting list will be listed in priority order according to the school’s oversubscription criteria, although children who are the subject of a direction by the local authority or who are allocated to the school in accordance with the Fair Access Protocol will take precedence over any child already on the waiting list.

**Early Years / Key Stage 1**

The Governing Body have stipulated that the maximum size of each class containing KS1 children will be 30. If there are more children than places then the school admission policy (as above) will come into force.

**Definitions of criteria used above**

**Looked after children**

A ‘looked after child’ is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in Section 22(1) of the Children Act 1989) at the time of making a application to a school.

**Previously looked after children**

Previously looked after children are children who were looked after, but ceased to be so because they were adopted or became subject to a child arrangement order.

**Sibling**

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

**Parents/Family Members**

A parent is any person who has parental responsibility for or is the legal guardian of the child. Where admission arrangements refer to ‘parents attendance at church’ it is sufficient for just one parent to attend. ‘Family members’ include only parents, as defined above, and siblings.

1. Baptism is the basic criterion for the identification of the children of practising Christian families. Thanksgiving for the Gift of a Child will also be taken into account for those Christians who do not practise infant Baptism.
2. An applicant **‘at the heart of the church’** would be a regular worshipper. We suggest that this might normally mean one who worships usually twice a month. To accommodate difficult patterns of work and family relationship account should be taken of week-day worship. The worshipper could be the child for whom application is made or one or both parents.
3. An applicant **‘attached to the church’** would be a regular but not frequent worshipper, by which meant (for example) one who usually attends a monthly family or church parade service or is regularly involved in a weekday church activity including an element of worship.
4. An applicant **‘known to the church’** would not be a frequent but probably an occasional worshipper, someone who is perhaps known through a family connection, or one or more of whose family would be involved in some church activity, such as a uniformed or other church organisation.

The School is aware of and sympathetic to the individual needs of all of our stakeholders. These unique needs may be due to a wide range of circumstances of a long or short duration. The school is committed to taking action in order to ensure an inclusive approach, by promoting positive images and experiences of differing race, gender, LGBT and abilities. At times this may involve challenging negative attitudes and discriminations, in order to promote equality and celebrate diversity within the school.

The policy was formulated by the Governors in May 1997. It was then subsequently reviewed in March 2003 and February 2005, updated 19th October 2006, updated 26th September 2007, updated 21.2.08 and again 26.2.09. Reviewed 12.3.10. Reviewed 11.1.2011. Reviewed May 2011. Reviewed December 2011. Reviewed March 2013. Reviewed November 2014. Reviewed June 2016.