Admissions Policy 2020/21

October 2018

celtic cross education

CELTIC CROSS EDUCATION

Bishop Bronescombe Church of England Primary School
Grampound Road Church of England Primary School
Grampound with Creed Church of England Primary School
Ladock Church of England Primary School
Lerryn Church of England Primary School
Marhamchurch Church of England Primary School
St Mabyn Church of England Primary School
St Michael's Church of England Primary School
St Petroc's Church of England Primary School
St Tudy Church of England Primary School
St Winnow Church of England Primary School
Veryan Church of England Primary School

Admissions Policy
2020-21

Celtic Cross Education's Mission Statement

Through God's love and lessons, we nurture, learn and achieve together

Our mission, as Church of England Schools, is to provide an education that gives all pupils the opportunity to develop their full potential within a happy, caring and safe environment grounded upon the values of the Christian faith.

Daily worship in school and termly services at the local church are an important part of our Christian Ethos as well as developing a sense of community and belonging for every child. Our Home/School agreement asks parents to support this important aspect of our school life.

We ask all parents applying for a place here to respect this mission statement and its importance to each school community. This does not affect the right of parents who are not of the faith of all schools to apply for and be considered for a place.

This policy details the admission arrangements for each school and should be read in conjunction with the Primary Admissions Schemes and other agreed policies of Cornwall Council, the Local Authority (LA), available at www.cornwall.gov.uk/admissions All policies and procedures seek to comply with the requirements of the School Admissions Code of Practice, available at https://www.gov.uk/schools-admissions

Introduction

The schools will participate fully in the Local Authority's Fair Access Protocol and the Local Authority's Co-Ordinated Admissions Schemes. Details of these schemes are available on the Council's website (www.cornwall.gov.uk/admissions) or on request from the Local Authority. Closing dates and other details about the application process will be stated in those Schemes.

Applying for a place

All applications for places in reception or during the school year must be made direct to the applicant's home local authority on the appropriate application form. The application form and supporting information will be available on the Local Authority's website.

Please note that parents of children attending an attached pre-school/nursery still need to apply for a place in Reception.

However, if your child has an Education, Health and Care Plan or Statement of Special Educational Needs, you **do not** need to complete an application form as a school place will be identified through a separate process.

Allocation of places

Children with an Education, Health and Care Plan or Statement of Special Educational Needs that names the school will be admitted regardless of the number on roll in the year group.

Children in Care who are directed to the school by the Local Authority (or Secretary of State in the case of academies) will be admitted to the school regardless of the number on roll in the year group.

The published admission number (PAN) for reception in 2020/21 are listed below:

PUBLISHED ADMISSION NUMBERS 2020/21

Bishop Bronescombe C of E Primary School	45
Grampound Road C of E Primary School	21
Grampound with Creed C of E Primary School	15
Ladock C of E Primary School	17
Lerryn C of E Primary School	8
Marhamchurch C of E Primary School	20
St Mabyn C of E Primary School	12
St Petroc's C of E Primary School	90
St Michael's C of E Primary School	60
St Tudy CofE Primary School	12
St Winnow CofE Primary School	15
Veryan C of E Primary School	14

Places will be allocated up to this number. If more applications are received than places available, the oversubscription criteria listed later in this document will be used to decide on allocations. If the school is not oversubscribed, all applicants will be admitted.

Deferred/delayed entry/part-time entry

All children are entitled to start school full-time in the September following their fourth birthday. However, parents may choose deferred or part-time entry to the reception
year for their child, bearing in mind that by law children must be in full-time education by the start of the term following their fifth birthday – when they reach 'compulsory school age'. Parents of summer-born children may also seek a place for their child outside their normal age group i.e. entry to reception a year later than normal, for example if the child may naturally have fallen into a lower age group if it were not for being born prematurely. Parents choosing part-time or deferred entry or wishing to delay entry to the reception year must contact the Lead Professional.

Admission of children outside their normal age group

Parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Those wishing to request placement outside the normal age group should contact the Lead Professional. Such requests will be considered on a case by case basis and in the best interests of the child concerned. Guidance can also be found at www.cornwall.gov.uk/admissions or on request from the School Admissions Team. Parents who are refused a place at a school for which they have applied have the right of appeal to an independent admission appeal panel. However, they do not have a right of appeal if they have been offered a place and it is not in the year group they would like.

Appeals

Applicants refused a place at the school have the right of appeal. Appeals are heard by an independent appeals panel arranged by the Local Authority on behalf of the Multi Academy Trust. Further details and a timeline can be found in the Local Authority's Co-Ordinated Admissions Scheme. Applicants can only appeal again for a place in the same school within the same academic year if the admission authority for that school has accepted a further application because there has been a significant and material change in the circumstances of the parent or carer, child or school (e.g. a change of address into a school's designated area) but has determined that the new application must also be refused.

Waiting lists

If the school is oversubscribed, a waiting list will be held from when allocations have been made for the whole of the academic year and parents/carers can request that their child is added to this list if they are refused a place. The waiting list will be based on the school's oversubscription criteria and a child's place on a waiting list is subject to change according to the additional information received about applications or children being added to the list – so their place on the list might move up or down. **No priority is given to the length of time that a child has been on the list.** Children with an Education, Health and Care Plan or Statement of Special Educational Needs and children in care or children that were previously in care will take precedence over those on the waiting list. Children admitted under the Fair Access Protocol will also be given priority over children on the waiting list.

Oversubscription Criteria

In the event of there being more than the Published Admission Number or more applications than places for any year group during the school year, the following oversubscription criteria will be used to prioritise applications, after the admission of children whose Education, Health and Care Plan or Statement of Special Educational Needs names the school:

1. Children in care and children who were previously in care but immediately after being in care became subject to an Adoption, Child Arrangement, or Special Guardianship Order.

2. Children who live within the designated area of the school, as defined by the Local Authority whose siblings are currently attending and will still be attending at the time of the intended admission of the child.

3. Children with an unequivocal professional recommendation from a doctor, school medical officer, educational psychologist or education welfare officer that non-placement at the school would not be in the best interest of the child. Such recommendations must be made in writing and must give full supporting reasons and will be reviewed by the LA.

4. Children who live within the designated area of the school, as defined by the Local Authority, or whose parents/carers can provide evidence that they will be living in the designated area of the school by the date from which admission is required.

5. Children who live outside the designated area of the school, as defined by the Local Authority, with a sibling who will be attending the school at the time of application.

6. All other children

Notes and definitions

1. Children in care

A 'child in care' may also be referred to as a 'looked after child' and is a child who is (a) in the care of a local authority, (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

A 'child arrangement order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2. Designated areas

Cornwall Council 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). The designated areas used in our oversubscription criteria will be as defined by Cornwall Council. NB: not all schools prioritise on the basis of designated area or use the Local Authority's defined area, however, entitlement to home to school transport will still be based on these areas. Your designated school will not always be the one nearest to your home address. Maps are available for all designated areas online at: www.cornwall.gov.uk/admissions or by calling the School Admissions Team on 0300 1234 101 or emailing: schooladmissions@cornwall.gov.uk.

If you are planning to move into the designated area of one of our schools, your application for a place for your child 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.

3. Children with an unequivocal professional recommendation

Applicants will only be considered under this criterion where the parent/carer can demonstrate that **only** the preferred school can meet the exceptional medical or social needs of the child, supported by a recommendation from, for example, a doctor, school medical officer or educational psychologist. Such recommendations must be made in writing to the School Admissions Team and must give full supporting reasons. The admission authority will make the final decision on whether to accept an application under this criterion.

4. 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.

If a child is a sibling of a multiple birth (e.g. twins, triplets, etc.) and has been offered a place at the requested school, every effort will be made to offer places to siblings at the same school, which may mean allocating places above the Published Admission Number (PAN) where this is possible. However, where this is not possible, parents will be invited to decide which of the children should be allocated the available place(s).

5. Tie-breakers

If any of the criteria outlined earlier leave more children with an equal claim than places available, priority will be given to the child who lives nearer to the preferred school.

6. Final tie-breaker

Should the tie-breakers above still leave children with an equal claim because distances are exactly the same, random allocation will be used to decide on priority. The school will use the Local Authority's Random Allocation Protocol, supervised by an independent person, which is available on request.

7. Distances

Home to school distances used for tie-breaking will be measured by a straight-line measurement as determined by Capita One and supported by Cornwall Council's nominated Geographical Information System. Measurements will be between your home address (the centre of the main building of the property) and the main gate of the school (as determined by Cornwall Council). Distances used to determine nearest school with room (i.e. where it is not possible to offer a place at a preferred school) and for establishing transport entitlements will be measured by the nearest available route as determined by Cornwall Council's nominated Geographic Information System software.

8. Home address

Each child can have only one registered address for the purposes of determining priority for admission and transport entitlement. This address should be the place where the child is normally resident at the point of application or evidence of the address from which a child will attend school, in the form of written confirmation of a house purchase or a formal tenancy agreement. Exceptional circumstances in relation to the provision of a home address will be considered on a case-by-case basis. If there is shared residence of the child or a query is raised regarding the validity of an address, the LA will consider the home address to be with the parent with primary day to day care and control of the child. Residency of a child may also be clarified through a Child Arrangement Order where it is shown who has care of the child. Evidence may be requested to show the address to which any Child Benefit is paid and at which the child is registered with a doctor's surgery.

It is expected that parents will submit only one application for each child. Any disputes in relation to the child's home address should be settled before applying, the admission authority will not become involved in any parental disputes. If agreement cannot be obtained before an application is made, then parents/carers may need to settle the matter through the courts. Where no agreement is reached, or order obtained, Cornwall Council will determine the home address.

For information on disputes between persons with parental responsibility in relation to school preferences please see the LA's Co-Ordinated Admissions Scheme for the relevant year.

Applications for children of Service Families will be processed and places allocated based on the proposed address (with supporting evidence) or, if the family are not able to confirm a proposed address and a unit or quartering address is provided, an allocation will be made based on the unit or quartering address. Until a fixed address is available, the unit postal address or quartering area address will be used to determine allocation of a school place. For the purposes of measuring distances, the main entrance of the unit will be used.

Contacts and further information

Lerryn Church of England Primary School	St Mabyn Church of England Primary School	St Petroc's Church of England Primary School	St Tudy Church of England Primary School	St Winnow Church of England Primary School	St Michael's Church of England Primary School
Lerryn Lostwithiel Cornwall PL22 0QA	Wadebridge Road St Mabyn Bodmin Cornwall PL30 3BQ	Athelstan Park Bodmin Cornwall PL31 1DS	St Tudy Bodmin Cornwall PL27 7NH	Downend Lostwithiel Cornwall PL22 0RA	Penberthy Road, Helston, Cornwall, TR13 8AR
01208 872620	01208 841307	01208 72526	01208 850548	01208 872665	01326 572386
www.lerryn.org	www.st-mabyn.org	www.st-petrocs.org	www.st-tudy.org	www.st-winnow.org	www.st-michaels-helston.org
lerryn.secretary@celticcross.education	stmabyn.secretary@celticcross.education	stpetrocs.secretary@celticcross.education	sttudy.secretary@celticcross.education	stwinnow.secretary@celticcross.education	stmichaels.secretary@celticcross.education

Bishop Bronescombe Church of England Primary School	Grampound Road Church of England Primary School	Grampound with Creed Church of England Primary School	Ladock Church of England Primary School	Veryan Church of England Primary School	Marhamchurch Church of England Primary School
Boscoppa Road St Austell Cornwall PL25 3DT	South Street Grampound Road Truro Cornwall TR2 4TT	Fore Street Grampound Truro Cornwall TR2 4SB	Ladock Truro Cornwall TR2 4PL	Veryan Truro Cornwall TR2 5QA	Helebridge Road Marhamchurch Cornwall EX23 0HY
01726 64322	01726 882646	01726 882644	01726 882622	01872 501431	01288 361445
www.bishopbronescombe.co.uk	www.grampoundroadschool.co.uk	www.grampoundwithcreedschool.co.uk	www.ladock.cornwall.sch.uk	www.veryanschool.co.uk	www.marhamchurchschool.co.uk
bishopbronescombe.secretary@celticcross.education	grampoundroad.secretary@celticcross.education	grampoundwithcreed.secretary@celticcross.education	ladock.secretary@celticcross.education	veryan.secretary@celticcross.education	marhamchurch.secretary@celticcross.education

The Diocese of Truro
Diocesan Board of Education
Diocesan House,
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TR1 1JQ
01872 274 351

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0300 1234 101

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Telephone 0870 000 2288
Website address www.dfe.gov.uk