

## ADMISSIONS POLICY – WITTERSHAM CEP SCHOOL 2017

Children are admitted into school during the academic year that they reach the age of 5. The academic year runs from September - August. Those who are 5 during the period September to March may begin school in September. Although we prefer to have one intake in September, those children who have March to August birthdays may begin school in January if they wish or defer their child's place until the start of the term following their fifth birthday.

The Published Admissions Number for entry to Year R is 20. Before the application of oversubscription criteria, children with a statement of special educational need which names Wittersham School will be admitted. As a result of this the published admissions number will be reduced accordingly. Remaining places will be allocated in rank order based on the over subscription criteria below. Governors will apply the following criteria in the order set out below.

- 1. Children in Local Authority Care** – a child under the age of 18 years for whom the local authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is the subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order. (As defined by Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989)
- 2. Children with a church affiliation providing Wittersham is their closest Church Aided School -**  
In order for parents to meet the Church affiliation at least one member of the family must have attended church on at least a monthly basis for a period of not less than one year. The supplementary form for Admissions should include statement from Rector/Vicar or Minister to confirm church attendance
- 3. Children with siblings at the school at the time of entry -** Children who live as brothers and sisters in the same house including natural brothers or sisters, adopted siblings, step-brothers or sisters and foster brothers or sisters. The sibling link is maintained as long as the family live at the same address as when the first child applied, or have moved closer to the school than when the first child was offered a place, or has moved to an address that is less than 2 miles from the school using the distance measured by the method outlined in the distance/nearness of children's home to school criterion.
- 4. Nearness of children's homes to school -** we use the distance between the child's permanent home address and the school, measured in a straight line using Ordnance Survey address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everybody. A pupil's home address is considered to be a residential property that is the child's only or main residence and not an address at which your child might sometimes stay or sleep due to your own domestic or special arrangements. The address must be the pupil's home address on the day you completed your application form and which is either owned by the child's parent, parents of guardian or leased to or rented by the child's parent, parents or guardian under a lease or written rental agreement. If you live separately from your partner but share responsibility for your child, and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of weekdays. A map showing the location of the school can be viewed at: <http://www.wittersham.kent.sch.uk/default.cfm?pid=198>

After a place has been offered the school reserves the right to withdraw the place in the following circumstances:

1. When a parent has failed to respond to an offer within a reasonable time; or
2. When a parent has failed to notify the school of important changes to the application information; or
3. The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

**SUPPLEMENTARY FORM FOR ADMISSION 2017**

**Governor's Admission Criteria to Wittersham CEP School**

**Please complete and return to:**

The Headteacher  
Wittersham CEP School  
The Street  
Wittersham  
Tenterden  
TN30 7EA

In respect of an application for admission to the School.

- *For completion by parent/guardian*

Name of child \_\_\_\_\_

Date of Birth \_\_\_\_\_

Name of Parent(s) Guardian(s) \_\_\_\_\_

Address  
\_\_\_\_\_  
\_\_\_\_\_

Note if you are applying under category 1 please provide evidence of the appropriate care order with your application.

If your child will have a sibling attending Wittersham CEP School at time of entry please provide details below

NAME \_\_\_\_\_ DOB \_\_\_\_\_

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\* *For completion by rector/vicar/minister*

I CAN CONFIRM THAT THIS FAMILY ARE KNOWN TO ME AND AT LEAST ONE MEMBER OF THE FAMILY HAS ATTENDED MY CHURCH ON AT LEAST A MONTHLY BASIS FOR PERIOD OF MORE THAN ONE YEAR

YES / NO Please circle as appropriate

Please note - Under the terms of the Appeals Procedure parents wishing to appeal have the right to see all correspondence relating to their application for admission.

Signature (Rector/Vicar/Minister) \_\_\_\_\_ Date \_\_\_\_\_