

**Subject to the availability of places** within the published number intended to admit, it is the policy of the Governors to admit children of all parents who express a preference for their children to be educated at this school. **The Published Admissions Number (PAN) for the academic year 2019/20 is 15.**

**Parents who wish their children to attend the school should make an application to Essex County Council in accordance with the co-ordinated admission arrangements.** Applications can be made online at [essex.gov.uk/admissions](http://essex.gov.uk/admissions) and must be made by the National Closing Date detailed in the Primary Education in Essex booklet, which is available from the Local Authority. Late applications will be dealt with as detailed in this booklet. In addition, parents must also complete a Supplementary Information Form (SIF) which will enable the school to rank your application in accordance with the criteria. The SIF is available from the school and must be returned directly to the school.

The school will admit all children in the September following their fourth birthday, without reference to aptitude or ability. Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred the school will hold the place for that child and not offer it to another child. The parent would not however be able to defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted. Parents can request that their child attends part-time until the child reaches compulsory school age (part-time would be mornings only). Further details if required are available from the school.

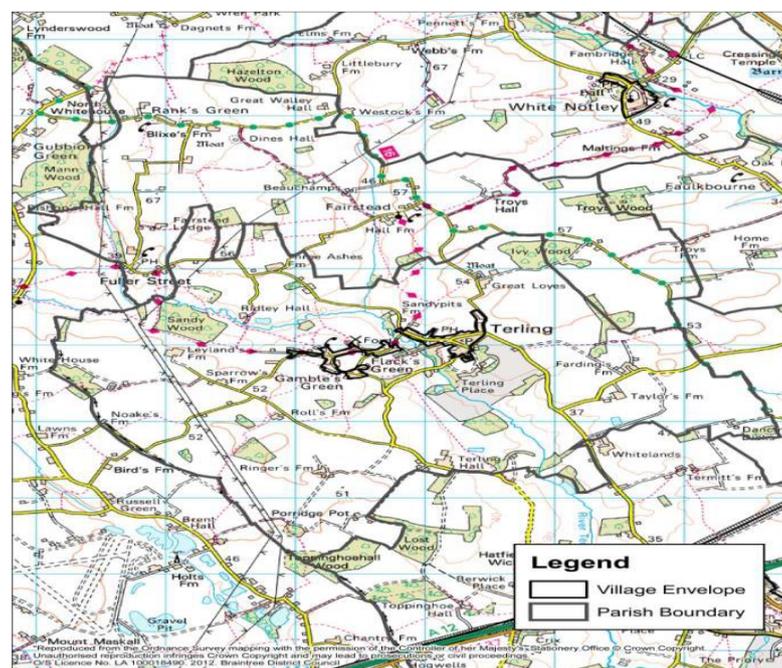
### **Summer-born children – 2020 Entry**

If your child is summer-born i.e. born during 1 April 2015 and 31 August 2015 and you want him/her to start in reception in September 2020 (instead of starting in the 2019-20 academic year), this is what you will need to do:

- Send an email to [admissions@essex.gov.uk](mailto:admissions@essex.gov.uk) stating that you want a Reception place from September 2020 and explaining why you would like your child to start school from then, rather than starting in the 2019-2020 academic year.
- Name up to 4 schools that you are interested in.
- Attach with the email any supporting evidence.

Where more applications are received than places available, within the published number intended to admit, Governors will consider applications according to the following criteria **in order of priority**.

- 1. All Looked After Children (LAC)\* seeking a place at our school.**
- 2. All children residing within the parishes of Terling and Fairstead.**



3. **Children who have siblings' (brothers or sisters/step siblings, foster sibling and adopted siblings) attending the school who are not in Year Six.**
4. **Children who have a parent who joins in the worship of the parish Churches of Terling and Fairstead. (At least once a month). Supplementary Information Form (SIF) to be completed.**
5. **Children whose parents join in the worship of another Christian Church for whom this is the nearest Church School. (At least once a month). Supplementary Information Form (SIF) to be completed.**
6. **All remaining applications.**

(When taking Church ties into account, documentation from the incumbent of the family's local church will be required).

In the event of over subscription within the above criteria, priority will be decided by straight line distance from home to school, with the nearest having preference\*\*.

Governors are aware that children with Statements of Special Educational Needs that name a school in the statement are required to be admitted to the school that is named.

Unsuccessful applications have a right to appeal to the Statutory Independent Appeals Committee.

The school maintains a waiting list for entry into all classes. This is initially held only for one term. If parents wish their child to remain on the waiting list once this period of time has expired, they should contact the School Office and request this.

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**\* Definition of Looked after Children**

*A 'looked after child' or a child who was previously looked after but immediately after being looked after, became subject to an adoption, residence or special guardianship order. 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 the definition in section 22(1) of the Children Act 1989).*

**\*\*Definition of Straight Line Distance**

*For admission purposes the LA uses data provided by Ordnance Survey (OS) to measure straight line distances. The OS data plots the co-ordinates of each individual property (the home address) which are referred to as address points. Straight line distance is measured from the address point of the home address to the address point of the school. Distances are reported in miles to three decimal places. If a child's time is split equally between two residences, the address of the residence at which the child resides for the majority of the school week would be used to measure the distance between the child's school and home.*