



## ST MICHAEL AND ALL ANGELS CHURCH OF ENGLAND PRIMARY SCHOOL

### ADMISSIONS POLICY FOR ENTRY ACADEMIC YEAR 2025-2026

The aim of our Church school is to develop the full potential of each child spiritually, socially and academically in a safe, inclusive environment which is grounded within the ethos of the Christian Faith.

*Psalm 147:4 God counts the stars and calls them all by name*

This policy is grounded within our school mission statement, and underpins our commitment to providing a safe, inclusive environment for all stakeholders which reflects our Christian values

It is the wish of the Governors that St Michael & All Angels should be a village school available for the education of all primary school children living in the village. However, whilst it is our wish to offer a place to all children within our catchment area, we do recognise that when there are more applications than there are places available this may not be possible.

The Governors, who are responsible for admissions to this Church of England Primary School, have agreed with the Local Authority to admit 15 pupils each year group, 105 for the whole school. Places at this school will be allocated in accordance with the Admissions Criteria detailed in this policy. The Admissions Policy is subject to admissions not taking any KS1 class over 30.

Parents living both in and out of catchment who have a child with a statement of Special Educational Needs can name the school as their school of choice. This may affect the numbers being allocated using the priority criteria.

If the school is 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 criteria set out in this policy.

These arrangements and the admissions criteria detailed are reviewed annually.

#### HOW TO APPLY

**All applications must be made through Leicestershire County Council.** The Council now encourages all applications for school places to be made on line. Details can be found on the County Council website at <http://www.leics.gov.uk/admissions>. The Admissions service telephone number is 0116 3056684.

In addition **all applicants must complete the supplementary Application for Admission form specific to this school** which accompanies this policy to enable the Governors to consider all applications with reference to the criteria in the Admissions policy as listed above. Details of the catchment area, together with a copy of the school's Admissions Policy can be found on the County Council website by following the link [Find a School](#) from the admissions page.

**The deadline for all First Time Admission applications for September 2025 is the 15<sup>h</sup> January 2025.**

**ADMISSIONS CRITERIA**

All children with an Education, Health and Care (EHC) Plan that names the school will be admitted.

1	A 'looked after child' or 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 the 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)	
2	Children whose permanent parental home is in catchment area of the school.	
3	Children with brothers or sisters registered as attending the school on the date of admission. This includes half-brothers and sisters or legally adopted children or fostered siblings who are regarded as brothers and sisters	
4	Distance from school	

Should it be necessary to operate a tiebreaker the place will be awarded to the child whose residence is closest to the school as measured in a straight line from the front door of the child's permanent parental residence to the school's main entrance. In a very few cases, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place (e.g. children who live at the same address [flats] or have the same distance measurement). If there is no other way of separating the applications and if to admit both or all of the children would cause the legal limit to be exceeded, then the child (or children) who will be offered the place(s) will be randomly selected by drawing lots.

Applications for deferred or delayed entry are considered on a case by case basis. Parents wishing to apply should send their request to the school in writing. All applications are considered by the Admissions Committee.

**ADMISSION PROCEDURE**

The Local Authority will provide the school with details of all applications it has received. The school's Admissions Committee will consider these applications using the information supplied by the Local Authority and by parents via the school's Supplementary Application form. A list of pupils to be offered places will be forwarded to Leicestershire Authority and offers made to parents by the Local Authority no later than the 16<sup>th</sup> April 2025.

## AGE OF PUPILS

Children are admitted in the September after their 4<sup>th</sup> birthday.

## ADMISSION APPEALS

If a child is not offered a place at the school the parents have the right of appeal to the Diocesan Board of Education whose address is available from the school office. An independent appeal panel will be arranged by the Board. The decision of the panel will be binding on the school.

## IN YEAR APPLICATIONS

Details of the application process are available from the school and from the Local Authority. Once an application has been made it will be passed to the Admissions Committee of the Governing Body for consideration. If the respective year group total is below the published admission number for that year group, the child will be offered a place. If the planned admission number for the school has been reached the Committee are unable to offer a place within the school.

If a child is not offered a place at the school the parents have the right of appeal to the Diocesan Board of Education whose address is available from the school office. An independent appeal panel will be arranged by the Board. The decision of the panel will be binding on the school.

## NOTE

If no changes are made to the above admission arrangements a consultation will take place at least every 7 years. The consultation will be for a minimum of 6 weeks and will take place between 1 October and 31 January of the year before those arrangements are to apply. This consultation period allows parents, other schools, religious authorities and the local community to raise any concerns about proposed admission arrangements.

Last consultation date – 5 January 2018

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