



Admissions Policy

Date: March 2011

Review: March 2013

Signed: Chair of Governors

Headteacher

The Local County Council is the Admission Authority in this Community Lower School (rural) and is therefore responsible for all admissions.

The County Council will admit up to 24 pupils in each year group.

When there are more applications than there are places available, the Council will admit pupils according to the following criteria, which are listed in order of priority.

The Council will give priority to children with a statement of Special Educational Needs, which names the school that names the school as appropriate provision.

Oversubscription criteria

1. The Council will admit 'Looked After Children', that is, children in Local Authority care.

2. The Council will admit children on social or medical grounds, where professionals have clearly identified that the school will best meet the needs of the child.

These applications must be accompanied by documentary evidence from appropriate professionals within the Health or Social services.

3. Children residing with their parent(s)/legal guardian(s) in the villages of Achurch, Aldwinckle, Islip, Lilford-cum-Wigthorpe, Lowick, Pilton, Sudborough, Thorpe Waterville and Wadenhoe).

4. Children who have a sibling attending the school at the time of admission of the child (see sibling definition below)

5. Other Children

Where there are more applications in any one category, applications will be prioritised on the distance from the child's home to the main entrance of the school.

(Distances are measured from the property to the nearest access point to the school grounds. It is measured on a straight-line basis, using a geographical information system.)

Appeals

You have the right to appeal against a decision not to offer your child a place at Trinity CE Lower School. Requests for appeals should be made in writing or send an email.

Details are available in the Northamptonshire Admissions booklet or on the Northamptonshire County Council website.

Waiting lists

All parents who are refused a place at the school at any time may wish to place their child's name on a Waiting List. (This does not affect your right of appeal). If a place becomes available at the school, places will be allocated according to the admissions criteria.

Parents must contact the Admissions Authority in writing (either letter or email) and request that their child's name is placed on the Waiting List.

If a place becomes available it will be allocated in accordance with the published oversubscription criteria. These allocations will be done once a month.

Notes

Residency definition/Home

The child's place of residence is the address of the parent or legal guardian with whom the child spends the majority of time during the school week.

(Parents/legal guardians may be asked to produce evidence of residency/home address at any time during the admissions process. This evidence will usually be in the form of a utility bill, (e.g. electricity, gas) fewer than 3 months old. If false or misleading information is used to gain a place at Trinity CE Lower School, the offer of a place will be withdrawn and the application cancelled).

Definition of siblings

The definition of a brother or sister (sometimes referred to as a sibling):

- a brother or sister sharing the same parents
- a half brother or half sister where 2 children share one common parent
- a step-brother or step-sister, where two children are related by a parent's marriage/partnership
- adopted children

A brother or sister must be living at the same address when the application is made.