

STANLEY PARK JUNIOR SCHOOL



Determined Admission Policy 2020-21

Mission Statement

"We believe that every child and adult matters. At Stanley Park Junior School, we work together as staff, parents, carers and governors, in a fun, safe and inclusive environment. We strive to create a rich, varied and challenging curriculum that provides inspirational learning opportunities for all children as they aspire to become successful learners, confident individuals and responsible citizens with a sense of pride in themselves and their school"

Policy agreed by Governing Body:
Next review date:

February 2019
October 2019

Stanley Park Junior School is a foundation school within the London Borough of Sutton. In foundation schools the admission authority is the governing body. It is the governors who make all decisions about admissions. However, under the Pan London Agreement all admissions are now coordinated by the local authority. This school works with the local authority to ensure that parents have full information about the admissions process.

Pupils will be admitted to the Junior School, without reference to gender, ethnicity, disability aptitude or ability.

In September 2018 88 children from Stanley Park Infants' School were admitted into Year 3. A further 2 children from another school were also admitted in September.

The published admission number (PAN) for September 2020 is 90

Where applications exceed the number of available places the oversubscription criteria will apply in the following order:

Admissions Criteria

Special Educational Needs

Governors will admit children with Educational Health Care Plans in agreement with parents and the local authority, before other applicants are considered. Applications for children with Statements are dealt with by a completely separate process under the Special Educational Needs Code of Practice and parents should contact Sutton Special Educational Needs Department for information.

Oversubscription Criteria

1. Looked after or previously looked after children as defined by S. 22 Children Act 1989. (Please see notes 2&3)
2. Children attending Stanley Park Infant School at the date of application.
3. Children with a sibling currently attending Stanley Park Junior (and who will still be on roll at SPJS in September 2020) or a sibling currently at Stanley Park Infant School at time of application (Please see Note 1)
4. Children of Staff:-
 - (a) Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to school is made (and will continue to be a member of staff in September 2020, and/or
 - (b) A shorter period if agreed by the Governors admissions committee. (staff recruited to a post where there are demonstrable recruitment and retention difficulties)
5. Any other applicant. (Please see Notes 4 and 5)

Exceptional Circumstances

Governors will give top priority within a category to applications where there are compelling medical or social reasons why the child should attend this particular school. Professional written evidence must be submitted to the school with the school's supplementary information form by the closing date

Tie Break

Where any category is oversubscribed, places will be offered on the basis of proximity to the school, measured in a straight line from the family home to the school's main entrance, using the GIS distance measure which will be applied by the London Borough of Sutton Admissions Team. In the rare occurrence that two families are equidistant, there will be a random selection i.e. a drawing of lots. This will take place in the presence of an independent witness.

Procedures

Year 3 Admissions - Common Application Form

Stanley Park Junior School is part of the Pan London Coordinated Admissions Scheme for primary admissions. If you live in the London Borough of Sutton, you will need to make your application online. Full details of the application process can be found on the London Borough of Sutton website at www.sutton.gov.uk/schooladmissions. **All** parents / carers **must apply via their** home local authority by **15 January 2020** This application process will be open from **September 2019** If you wish to apply for a place at this school, you **must** list it as one of your preferences on the application form.

The Local Authority is the central application point and is responsible for checking the accuracy of the information provided. As a foundation school, Governors of the school will use the criteria identified above to rank all candidates in order of priority. Successful applicants will be offered a placement by the school.

All Year Groups - In Year Applications

Applications for admission to Year 3 made after 1 September 2020 and applications to all other year groups are made in the same way as in the normal admissions round but are counted as 'In Year Admissions' In year applicants should contact the school and Sutton Admissions by visiting www.sutton.gov.uk/admissions to enquire about potential vacancies and the application process.

You **must** submit a **Common Application Form** to the local authority listing Stanley Park Junior School as one of your preferences. If you do not do this your application will not be valid.

You should also fill in the **School's Supplementary Information Form** and return it to the school:

- If you are applying under the exceptional circumstances criterion.
- If you are applying for your child to be admitted outside their year group.

If you do not fill in the appropriate forms as stated above, your application may be given lower priority. Governors will approve applications in line with this policy. Those who are not successful in obtaining a place will automatically go on the waiting list and will be informed of their right of appeal.

Applications for children outside of the normal age group

Children are educated in school with others of their age group. However, parents may request that their child is exceptionally admitted outside their age group. The school will decide whether or not

the individual child's circumstances make this appropriate, taking into account of the child's individual needs and abilities and considering which year group these needs can best be met. Such requests will only be agreed in exceptional circumstances.

Teachers are skilled at differentiating the curriculum to meet a diverse range of needs. Before deciding to apply to submit a request, parents should visit the school. The staff will be able to explain the provision on offer to children in the year of entry, how it is tailored to meet the needs of all pupils and how the needs of these pupils will continue to be met as they move up through the school.

Decisions will be made on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

All requests should include recent professional evidence of the child's circumstances which make education outside the age group necessary. Evidence must be of the individual child's need, rather than general factors which relate to a wider group of children born at a similar time. Views of the school and previous school will also be taken into account.

You should also fill in the **School's Supplementary Information Form** and return it to the school **Office** by 15th January 2020 if you are applying for children to be outside of their normal age group. You must include all your evidence to support your application.

Waiting List

Children who are unsuccessful in gaining a place will be placed on a waiting list maintained by the school. When a place becomes available, governors will rank those on the list and a place will be offered to the person at the top of the list. No consideration is given to the length of time the child has been on the list. Waiting lists will be rolled over at the end of each term unless parents inform us that they no longer want to appear on the waiting list.

Appeals

All applicants who are unsuccessful in obtaining a place will be informed of their right of appeal to an independent panel and given information on how to appeal. (See website for further details).

Definitions

Note 1: **Sibling** refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, adopted brother or sister, foster brother or sister or the child of the parent/carer's partner, and in every case, who is living as part of the same family unit at the same address, Monday to Friday.

Note 2: **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 definition in section 22(1) of the Children Act 1989).

Note 3: A previously looked after child is a child who was adopted, or subject to a residence order, or special guardianship order, immediately following having been looked after.

Note 4: Home Address excludes any business, relative or childminder's address and must be the applicant's normal place of residence. If there is a genuine equal share residency arrangement between two parents the address used will be that of the parent claiming Child Benefit for the child. The address used will be the child's address at the closing date for applications. Changes of address made subsequently **may** be considered if there are exceptional reasons for the change.

Note 5: Twins/Multiple Births

If you are applying (at the same time) for places for twins or children from a multiple birth and there is only one place available at the school, legislation allows us to admit them all, i.e. all siblings from a multiple birth.