



Eastwood
Primary School & Nursery

Admissions Policy 2020

Admissions Arrangements Policy Nursery

The nursery has 26 (full time equivalent) places, with morning and afternoon slots available. Children are eligible for admission to the nursery the term after their third birthday, without reference to ability or aptitude. Children will be offered either morning or afternoon sessions, not both.

Places are allocated according to the school's admissions policy laid out below. As our nursery is often oversubscribed, successful applications for a September place will be notified on the national offer day in April, in line with the main school. All applications after this date will be confirmed or placed on the waiting list, according to availability of places.

Where applications for places in the nursery exceed the number of places available, the school admissions criteria will be applied.

In the case of oversubscription within any one category, priority will be given according to the date when the children were placed on the waiting list.

Whenever a space becomes available during the school year, this policy will be followed to determine which children will be offered that space.

Where space permits, we have additional intakes in the spring and summer term. Please contact Mrs S Hood on 01702 525137 or office@eastwoodprimary.southend.sch.uk to discuss admissions to the nursery.

Primary School

Reception year: The primary school has one children intake into Reception each year. Children are admitted to the school the September before their fifth birthday, without reference to ability or aptitude.

Admission applications close in January each year.

There are 60 admissions into Reception each year. The primary school has a total capacity of 420 children.

Applications for the September intake should be made via the council.

In year (not at the beginning of the year) applications should be made via the school.

All other years groups within the school:

Please Telephone Mrs S Hood 01702 525137 or email office@eastwoodprimary.southend.sch.uk for information regarding 'in year' applications. The school, being a foundation school, manages its own admissions for 'in year' admissions, therefore all 'in year' admissions come via the school.

Oversubscription

We have the same oversubscription policy for the primary school and nursery. When the number of applications is more than the number of places available, we use the following criteria to decide which children are admitted:

- Children who are in the care of the local authority.
- Children who, at the time of admission, live in the Eastwood Primary School and Nursery catchment area and have an older brother or sister at the school.
- Children who live in the Eastwood Primary School and Nursery catchment area.
- Children who live outside the Eastwood Primary School and Nursery catchment area and have an older brother or sister at the school.
- Children who live outside the Eastwood Primary School and Nursery catchment area.

Notes on oversubscription:

In the event of oversubscription in any one category, the older child by school term will be given preference. If there is no difference in age by school term, then 'straight line' distance will be used, measured with the local authority's computerised measuring system. Those living nearer will be given priority. If the children's home is a flat, the distance will be measured to the main external entrance of the building. If more than one child shares the same distance and only one place is available, the place will be awarded based on a computerised random allocation process (supervised by an independent representative of the Council/governing body).

The address must be the child's primary residence; parent/carers may be asked to provide documentary evidence with regard to residency.

A sibling is a brother or sister, half-brother or half-sister, step-brother or step-sister, adopted brother or adopted sister, living at the same address, who attends the school at the time of application with a reasonable expectation that he or she will be attending at the time of the proposed admission. Twins and children from multiple births when one of the siblings is the 30th child admitted count as an excepted children for the time they are in an infant class, or until the class numbers fall back to the current infant class size limit.

Nursery: In the case of oversubscription within any one of the above categories, priority will be given according to the date when the child was placed on the waiting list. Whenever a space becomes available during the school year, this policy will be followed to determine which children will be offered that space.

Children with a statement of special educational need that names the school will be admitted outside the above arrangements, but within the overall place number.

Please Telephone Mrs S Hood 01702 525137 or email office@eastwoodprimary.southend.sch.uk

Appeals:

If we are unable to offer the child a place at the school, the Children Access Team will send details of the appeals process to the family

Definitions:

Looked after children and Previously looked after children – Children who are in the care of local authorities as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a ‘looked after child’ is a child in public care at the time of application to the school’. Admissions Policy September 2018 Page 3

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

Looked after and previously looked after children are given the highest priority for each

relevant age group and in all ranking for all schools.

Statement of Special Educational Need (SEN) and Education Health and Care Plan

(EHCP) - A Statement of Special Educational Need is a statement made by the local authority under Section 324 of the Education Act 1996, specifying the special educational provision required for that child. If the school is oversubscribed, the admission of pupils with a Education, Health and Care Plan (previously known as a Statement of Special Educational Needs) where the school is named in the Statement or Plan, is mandatory. Written by: R.Perman Headteacher

Approved by Governors: September 2018

Reviewed by: S Moon 2019