

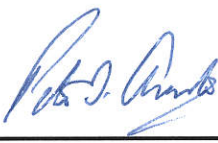


EBOR ACADEMY TRUST

Policy Number

1

**Statutory
Ebor Admissions Policy**

Signed: 

Dated: May 2015

Review Date: May 2016

Review Period: Annually

Admissions to schools in the Ebor Academy Alliance

Introduction

Academies are schools that are independent of the Local Authority but are still publicly funded. The Directors of the Academy set the admission policy for the schools within the academy trust. The Directors of the Ebor Academy Alliance have agreed that all schools will follow the Local Authority's policy on admission to school.

Where the number of applications for admissions is greater than the published admission numbers and after the admission of pupils with Statements of Special Educational Needs where the Academy is named in the Statement, the Ebor Academy Alliance will adhere to the Local Authority's criteria for the allocation of places when a school is oversubscribed.

Parents/Carers are encouraged to read the Local Authority's guidance, as outlined in the school specific admissions procedure, prior to making an application. Most of the information contained in the document will be applicable to all applications, whether starting school for the first time or requesting a change of school – an In-Year application.

This guide provides information and guidance for Parents/Carers about:

- Key Information – what you need to know before making an application
- Applying – how to make an application
- The oversubscription criteria
- Frequently asked questions

Admissions to Reception Class for schools in the Ebor Academy Alliance

Children having their fifth birthday between 1st September and 31st August join the Reception class in Ebor Academy Alliance schools in the September of that school year, although they are not legally required to start school until the term after their fifth birthday.

All applications for a school place are co-ordinated by the Local Authority. Parents/Carers should apply to the Local Authority, either by submitting a paper form or online, where this is available. This process usually takes place between September and January the previous year.

We want our children to be ready for school so that they have the best possible start and feel it is important that they do not enter formal full-time education before they are ready. The schools in the Ebor Academy Alliance will be happy to meet with Parents/Carers in advance of children starting school to discuss and agree with the Parents/Carers whether their child should start full-time or part-time in the first instance. If Parent/Carers wish to defer entry or start later, they are requested to speak to the appropriate Head of School as

soon as possible. Each of the Academies in the Alliance will offer an induction to school for Parents/Carers and children.

Although you may have completed a 'registration of interest' form at one of our school offices, this is not an application form and Parents/Carers must apply for a school place through the Local Authority.

Parents/Carers are asked to note that attendance at an Academy Nursery or Early Years class does not guarantee a place at schools in the Ebor Academy Trust.

Admission appeals will be organised by the Directors/Governors of each of the Academies. Schools in the Alliance will use the same appeals process as other schools in the Local Authority.

Admissions to Nursery Class in Academies in the Ebor Academy Alliance

Parents/Carers can access up to fifteen hours of free early education provision over a minimum of two days per week over thirty eight weeks of the years.

Children can start nursery from the age of three:

- Children who have their third birthday between 1st September and 31st December should be admitted to nursery from the start of the spring term
- Children who have their third birthday between 1st January and 31st March should be admitted from the beginning of the summer term
- Children who have their third birthday between 1st April and 31st August should be admitted from the beginning of the autumn term

Parents/Carers who wish their child to join the nursery class at are asked to complete an admission form, available from the school.

As nursery provision is non -statutory, the school's decision to admit a child to nursery will be final. There is no formal right of appeal.

Older Children Joining a Primary Academy

Children living in the catchment area of Ebor Academy Alliance schools are usually assured of a place in the school. Families moving into the area will usually register children for places before their move, although we realise that this is not always possible. Our schools welcome visits from Parents/Carers who are considering sending their child to the school. This provides a valuable opportunity to find out more about the school as well as to discuss an individual child's needs. Parents/Carers are requested to contact the appropriate school to make an appointment at a time that is convenient to them.