



The Forest CE Federation

Admissions Policy

The Forest CE Federation Admissions Policy Voluntary Controlled Schools

Introduction

The governing body of The Forest CE Federation applies the regulations on admissions fairly and equally to all those who wish to attend our schools. This policy conforms to the regulations that are set out in the School Standards and Framework Act 2000.

Aims and objectives

We are an inclusive Federation of Schools that welcomes children from all backgrounds and abilities. All applications will be treated on merit and in a sensitive manner. The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we enforce the procedure set out below in order to determine whether the child is accepted or not. It is our wish to allow parents the right to have a place at our schools of their choice. However, this is not always possible, due to the excess demand on the school places available.

The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of our federation.

Admission Procedure

Admissions are made via Northamptonshire County Council. Applications can be made on-line by accessing the link below:

http://www3.northamptonshire.gov.uk/councilservices/children-families-education/schools-and-education/school-admissions/Pages/default.aspx#_ga=1.8719792.469896726.1372078121

If the school is over- subscribed the following criteria applies:

Children with an education, health care plan or a statement of special educational needs for whom the preferred school is named in the statement will be admitted first.

The remaining applicants who have requested a place at any of our schools will then be considered equally against the Council's admission policy, in the priority order given below:

- a) Children in care (looked after children); 'Looked after' children and children who were previously 'looked after' but immediately after being looked after became subject to an adoption, residence order/child arrangement order, or special guardianship order (Looked after' means that the child was (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.
- b) Pupils who will have a brother or sister continuing at the school at the time of transfer of the younger child.

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

- A brother or sister sharing the same parents.
- A half-brother or half-sister, where two children share one common parent.
- A step-brother or step-sister, where two children are related by a parent's marriage or partnership. The partners must have co-habited in a permanent exclusive relationship (as if they were husband and wife or civil partners) for a minimum of 2 years.
- Adopted or fostered children.

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

- c) Children with proven exceptional medical, social or welfare needs where these needs can only be met at this school. Professional supporting evidence from a doctor, psychologist, social worker, etc is essential if admission is to be made under this criterion. Such evidence must set out the particular reasons why this school is the most suitable school and the difficulties which would be caused if the child had to attend another school.
- d) Geographical proximity. Under this category, the remaining places will be offered to children who live nearest to the preferred school. The distance will be measured in a straight line between the home front door and the main date of the school.

Twins/Multiple births

If an application has been made for places for twins/triplets in the same year group and insufficient places are left within the published admission number. Under section 2.15 of The School Admissions Code, infant class size restrictions may be exceeded where a child who is part of a multiple birth group is allocated as the 30th pupil. The admission number will be exceeded to accommodate the other children from this birth group. The child(ren) allocated above the admission number will remain an excepted pupil for the time they are in an infant class (i.e. year R, 1 and 2).

Admission appeals

If we do not offer a child a place at our schools, it is because to do so would prejudice the education of other children by allowing the numbers of children in the school to increase too much.

If parents wish to appeal against a decision, they can do so by applying to Northamptonshire County Council. If the school is over- subscribed parents are offered the opportunity of having their child's name placed on a waiting list. The waiting list is ordered according to the oversubscription criteria.

In Year Admissions

Applications for a place after the start of the academic year, or for any other year group are administered through Northamptonshire County Council. Parents should in the first instance contact the school office.