



First Admissions to School Policy
March 2019

Formally adopted by the Governing Board of:-	Buxton Primary School
On:-	March 2019
Chair of Governors:-	Kathryn Curtis
Last updated:-	March 2018

Policy for Admission 2019/20
(For first admissions)

As a foundation school, the Governors are the admissions authority for Buxton Primary School. However, our policy for the next academic year will replicate the Local Authority Policy:

By law children must start statutory education full time at the beginning of the term following their fifth birthday. Where admission is offered prior to compulsory school age, parents may defer their child's entry into school until later in that academic year.

At Buxton Primary we encourage all parents of children starting reception to consider sending their child full time in the September following their fourth birthday. The first two weeks of the Autumn Term are a phased transition into full time school. However, all parents have the right to choose part time schooling for their children, which can be discussed on an individual basis with the Headteacher. In our school the part time session will be Mornings only (8.40am – 11.45am). These procedures fully conform to the DfE Admissions Code December 2014.

The law also allows parents to ask for their child to be admitted but lets them delay the start date until later in the school year. Children must start school by the beginning of the term following their fifth birthday and the place must be taken up by the start of the summer term. If you inform us that you wish to delay your child's entry the place will be held and will not be offered to another child.

Admission to Buxton Primary School

Children are admitted to the School in the September following their fourth birthday. Admission will be full time, following a period of introductory sessions.

Places will be offered under the following criteria:

- 1. Children with a statement of Special Educational Needs or an Education Health and Care Plan naming that school*
- 2. Children in public care or have a recognised disability, who live in the area served by the school*
- 3. Children who live within the catchment area and have a brother or sister attending the school at the time of their admission*
- 4. Children who live within the catchment area and have no brother or sister attending the school at the time of admission.*
- 5. Children who live outside the catchment area and have a brother or sister attending the school at the time of their admission*
- 6. Children living outside of the catchment area and have no brother or sister attending the school or adjoining middle/junior school at the time of their admission*

If all children within any of the above rules cannot be offered a place, the highest priority will be given to children living nearest to the school within that rule. To determine who lives nearest, distance will be measured on a straight line "crow fly" basis, using Ordnance Survey data. The address will be measured from the post office address point on the property. If, following the application of admission rules and

distance, two applicants cannot be separated for a final place at a school the admissions body will use random allocation to determine the priority for the remaining place.

If you would like to apply for a place at Buxton Primary School, please contact Mrs Hall in the school office. It is important that you make sure that the school has received the application for a place for your child by the end of December. You will usually hear whether your child has a place at the school by April.

If you have any queries about an application for a place at Buxton Primary School, please contact the Headteacher on 01603 279357.

If you have any queries about the admissions process please either contact the headteacher at the school or contact Norfolk County Council Education department on 01603 222146