

Killamarsh Infant and Nursery School

Admissions Policy

Killamarsh Infant and Nursery School is a Community Infant and Nursery School for girls and boys aged from 3 to 7 years, delivering the National Curriculum. It also has a Nursery catering for children from 3 years old (maximum number of places available is 52) offering flexible provision.

1. INFANT SCHOOL ADMISSIONS

1.1 **Reception Year Admissions**

For admission into Reception year (first year at Infant School), applications for a place must be made through Derbyshire County Council.

Online : at www.derbyshire.gov.uk/admissions

By phone : ringing Call Derbyshire on 08456 058058

By post : sending a DCC admissions form to the Derbyshire County Council, Admissions and Appeals Team, Children and Younger Adults Department, County Hall, Matlock, Derbyshire DE4 3AG.

For queries regarding applications for a reception place, the Admissions and Appeals Team should be contacted : -

Telephone : 01629 537479

Email : admissions@derbyshire.gov.uk

Killamarsh Infant and Nursery School published admission numbers for Reception in 2010/2011 is 60.

In line with Derbyshire County Council's recent guidelines, School is adopting a "Single Entry" system as from September 2011. This means that parents can choose to take up their child's Reception place full-time in the September immediately following their child's fourth birthday. School will offer parents the option to defer this place until the following January or Easter, giving them the option to retain their Nursery provision with 15 hours funding. School also reserves the right, after discussion with parents, to suggest a part time place in Reception if necessary.

1.2 **Year 1, Year 2 & In-Year Admissions**

For admissions into Year 1, Year 2 or in-year admissions (ie. part way through the school year / term, applications for a place should be made through the child's home authority.

If a year group is not fully subscribed, pupils may be admitted.

If the number of pupils in a year group is below Planned Admission Numbers a pupil will be admitted.

If, however, the number of pupils in the year group concerned is at or above Planned Admission Numbers (even if there are “spaces” in other year groups) the pupil cannot be admitted, but parents have a right to appeal.

1.3 **Infant School Over-Subscription Criteria**

In accordance with the Derbyshire County Council School Admissions Criteria, preference for an Infant School place in the first instance is given to : -

1. Children in care who are “looked after” at the time of application and admission.
2. Children living in the catchment area at the time of application and admission.
3. Children not living in the catchment area but who have brothers or sisters attending the school at the time of their admission. (*The term brother or sister includes half brother/sister, a legally adopted child being regarded as a brother or sister and a stepbrother/stepsister residing in the same family unit*).
4. Other children whose parents have requested a place.

Where, in the case of 3 or 4 above, choices have to be made between children satisfying the same criteria, those children living nearest to the school (measured by the nearest available route) will be given preference.

2. **Nursery Admissions**

The Killamarsh Nursery Unit’s **maximum** number of places available is 52. Children are admitted into Nursery after they reach their third birthday – usually the month nearest to the DCC funding period : November, February, May. However, Nursery will take children outside these times, providing the nursery have places available and the child has reached their third birthday.

Nursery offer flexible provision :

Option 1 : Monday to Wednesday am : 2.5 days

Option 2: Wednesday pm to Friday : 2.5 days

Option 3: Monday to Friday mornings

Option 4 : Monday to Friday afternoons

Provision places are offered taking into consideration children already in placement, and in order of date of birth preference. The date of application to the Waiting List does not affect the offer of a provision place.

3. **Children with Statements of Special Educational Needs**

Killamarsh Infant and Nursery School accept children with special educational needs. The admission of children with Statements of Special Educational Needs is administered by the Local Authority (LA). The LA is responsible for issuing the statement and consulting with parents and the Governing Body of the School. Parents should contact the SEN Section at DCC

County Hall on 01629 536539 or email sen.admin@derbyshire.gov.uk.

4. **Appeals Procedure**

When Parents are unable to obtain a place for their child at the school they want, they can appeal against the decision to an appeal panel independent of the council and the school.

Information on making an appeal online can be obtained from :

www.derbyshire.gov.uk/admissions.

Details of the appeals procedure for all Derbyshire primary schools can be obtained by contacting : Call Derbyshire on 08456 058058.

The decision reached by an independent panel will be binding on the council and the parents. A further application in respect of the same school will not be entertained in the same academic year unless significant and material changes in circumstances arise.

5. **Waiting Lists**

Derbyshire County Council maintain waiting lists for oversubscribed Derbyshire schools. For further information on DCC waiting lists, refer to www.derbyshire.gov.uk/admissions.

A waiting list is maintained by our school for new admissions into Nursery. This waiting list tends to be used where a parent requests a place in Nursery, but their child has not yet reached 3 years of age.

6. **Withdrawing an offer of a place**

Any offers of a place found to be made on the basis of inaccurate information can be withdrawn. Such examples would include fraudulent applications, intentionally misleading applications, a false claim to residence in the catchment area and the failure of a parent to respond to an offer of a place within a reasonable amount of time.