



Nunnery Wood Primary School

Admissions Policy 2024 -2025



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Nunnery Wood Primary School is an academy which takes children aged from 4 years- 11 years.

The Published Admission Number (PAN) for Lyppard Grange Primary School is 60

Reception (Early Years Foundation Stage) Admissions

Applications for a place in Reception should be made through the local authority in

Other Main School Admissions including In-Year Admissions

Lyppard Grange Primary School aims to educate every child holistically and follows the Code of Admissions where all places are allocated in an open and fair way.

We fulfil the government's requirement to restrict Early Years and Key Stage 1 classes to a maximum of 30 and prefer to keep our numbers below this if possible.

Requests for admission to Reception made after the normal round of admissions, from 1 September, or for places in other Year Groups should be made directly to School Admissions. Subject to the Class Size restriction of 30, where the year group is full a place may still be offered providing:

- there is an Education, Health and Care plan (EHCP) in place
- the child is 'looked after' (CLA)
- no other applicants (other than those prioritised through an EHC and/or being a CLA) have been refused places in the same year group – wherever they live
- the child is living or moving into the school's priority area (evidence will be required)
- the admission will not breach the class size limit for infants
- the school is willing.

Applications should be returned directly to school admissions.

Transfer Arrangements

All applications for in-year places are coordinated on behalf of all schools by School Admissions, on behalf of the Local Authority. The coordinated schemes can be viewed at: <https://www.worcestershire.gov.uk/coordinatedschemes>

Parents or carers seeking to transfer to a school that does not involve a house move, or where there is no need for an immediate move, need to be aware that any date set for joining the new school may be after the next end of term or half term holiday and that parents/carers are responsible for ensuring their child continues to receive appropriate education in the interim.

Admission of Children Outside of their Normal Age Group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health, effectively in

Appendix A

When there are more applications than places, children are admitted in the following order of priority:

- i) *'Looked after' and previously *'Looked after' children.
- ii) Siblings (see below for definition) of pupils attending the school and living within the catchment area of the school. In order to qualify for a place on the grounds of a sibling attending the school, the sibling must already be attending the school at the time of application and still be attending at the time of admission. Details of catchment areas if required are available from the LA at <http://www.worcestershire.gov.uk/schoolsearch> or can be viewed in school.

In the event of a school catchment area change being approved, pupils who would still have a sibling connection (see below for definition) at the time of admission and who are living at the same address in the previous catchment area for a school, (but not within the revised catchment area), at the time the change was approved will be considered as living within the catchment area.
- iii) Pupils living within the catchment area of the school. Copies of catchment area maps, if required are available from the LA, or can be viewed in schools;
- iv) Pupils living outside of the catchment area but who would still have a sibling connection (see below for definition) at school at the time of admission. In order to qualify for a place on the grounds of a sibling attending the school, the sibling must already be attending the school at the time of application and still be attending at the time of admission;
- v) Children of any member of staff at the mainstream school, where that member of staff has been employed for two or more years, and/or is recruited to fill a post for which there is a demonstrable skill shortage
- vi) Pupils who live nearest to the school by the shortest straight line distance. The measurement will be taken using the GeoCode Points for each property and the GeoCode point for the School. The Local Authority uses a software package called Arcview GIS to determine distance. Ordnance Survey supplies the co-ordinates that are used to plot an address within this system. **(In the event of equal distance applicants, any place will be allocated by random selection (lottery). Someone totally independent of the Governing Body will supervise this process)**

In accordance with legislation, a child with an Education, Health and Care Plan (EHCP) will be offered a place at the school named in the Plan.

*'Looked after' means all those currently in the care of a Local Authority or accommodated by a Local Authority under the terms of the Children Act 1989 and children who were previously in the care of or accommodated by a Local Authority but immediately after being looked after, became subject to an adoption, residence or special guardianship order. This includes children who appear to have been in state care outside of England and ceased to be in state care due to being adopted.

Where there are too many applications from within the catchment area, priority will be

For clarity, the sibling connection, as well as brother and sister will include half-siblings, adopted children, step-siblings or a child of the parent/carers' partner. They must also be living at the same home address. Children who are brought together as a family by a same sex civil partnership and who are living at the same address, are also considered to be siblings.

In the event that one or more but not all children from a multiple birth can be allocated