



Amaze Excite Inspire

'Let us help each other to love others and to do good'

# Admissions Policy

January 2024

This policy has been drawn up to give a clear understanding of the Governing Body's policy on admissions to Langley Fitzurse School, and reflects the LA's admissions criteria for primary schools and is in line with village cluster schools.

## **PUBLISHED ADMISSIONS NUMBER**

Our published admissions number (PAN) is agreed with the LA, and represents the minimum number of places we agree to offer each year. This will only be exceeded in agreement with the LA.

## **PROCEDURE**

- Parents make the initial contact via the School Office to meet the Headteacher.
- An appointment to visit school is arranged (with or without the child/ren)
- The visit to school will be during school time if possible. There will be an opportunity to meet teachers and children, and to discuss educational philosophy, curriculum and the school's ethos, including Christian status, with the Headteacher. Parents will be offered a school prospectus.
- If parents choose to request a place at the school, they must either complete a Wiltshire County Primary Admission Form or apply on line at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk). On line applications are encouraged.
- The school will invite parents of Reception children to an Induction Meeting before the children start their 6 week induction programme.

## **ADMISSION DATES**

All children may start school full time, irrespective of their birth date. However, parents may request for their child to attend part-time. The governors have agreed that this must be in units of the six school terms.

## **OVERSUBSCRIPTION**

Please refer to the Wiltshire County criteria for oversubscription.  
<https://www.wiltshire.gov.uk/article/1696/Admission-criteria>

## **INDUCTION VISITS**

All Reception children will be invited to visit school in the term prior to their start date. This will involve 6 visits i.e. 2 mornings, 2 mornings plus lunch and two full days.

The agreed school procedure for children attending part-time initially involves gradually building up attendance ie mornings, mornings and lunch, then full days, depending on when they are due to start full time. This will be decided by the Early Years leader and Headteacher on an annual basis.

Any parent who wishes to discuss any aspect of admissions or induction visits is encouraged to see the Headteacher.

## **MOVING THROUGH THE SCHOOL**

As children move through the school, governors have agreed that these criteria will apply:

- In KS1 children will move into the next class according to age in KS1- the oldest, full time reception children always moving first - unless the following criteria are deemed more beneficial to the child concerned.
- In KS2 children will be placed in the class that will best serve the individual needs of each particular child, taking into consideration:
  - i. In the first instance a child's academic achievements
  - ii. The child's social and emotional needs.
  - iii. The length of time spent in a class
  - iv. This will be discussed with the parents

- For children with Special Educational Needs, progress through the classes will be discussed with individual parents.
- Despite mixed age classes, privileges accorded to any year group will apply to the whole year group wherever possible.

## **REVIEW**

This policy will be reviewed annually and when any other issues arise through government or Local Authority directives.

Langley Fitzurse School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This school aims to be part of the wider community, through fostering Christian values and the development of spirituality through reflection, to enhance relationships.