



## Wylde Green Primary School

### **Admissions Policy**

Wylde Green Primary school is a 2 form entry school admitting 60 children in each year group.

### **Admissions**

Reception to Year Six the admissions procedure is managed by the Local Authority. Parents are contacted by the Local Authority a year prior to their child starting school.

All Local Authorities are required to have in place a scheme for co-ordinating admission arrangements for all maintained primary schools within their area. The purpose of co-ordinating admissions is to ensure, so far as reasonably practicable, that every parent of a child living in the local authority area who has applied for a school place in the normal admission round receives an offer of one, and only one, school place from their Local Authority.

There is a statutory infant class size limit of 30 and admission limits within junior classes are normally based on classes of 30 pupils. It is considered educationally undesirable for classes to exceed 30, particularly when there are suitable places available at neighbouring schools.

Excessive class sizes can impose strain on both staff and resources in the school.

Applications must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) or by using the local authority preference form

### **Date for Starting School**

By law, parents must ensure that their children are receiving suitable full-time education at the beginning of the term after their fifth birthday. However, in Birmingham, children are admitted to the Reception year in the September at the start of the academic year in which they reach five years of age. The Local Authority offers Reception places on an agreed date in the Spring term.

### **Over-subscription Criteria**

Parents have the right to express a preference for the school they wish their child to attend and children are admitted to our schools in accordance with parental preference as far as possible. However, where there are more applications than there are places available, places will be offered by the Local Authority based on the following order of priority:

1. Looked after children (in public care)
2. Children with brothers or sisters already at Wylde Green Primary School who will still be there when they start school themselves

3. Children who live nearest to the school calculated by straight-line measurement  
Any child with a statement of special educational needs is required to be admitted to the school that is named in the statement. This gives such children overall priority for admission to the named school. This is **not** an over-subscription criterion.

If vacancies occur because of pupils not taking up places or leaving the school, places will continue to be allocated by the Local Authority according to the above criteria.

### **Appeals**

Where parents are not satisfied with the school offered, arrangements exist for appeals to be heard by an Appeals Panel which is independent of the Local Authority and the City Council. Parents can only appeal for schools that they have submitted as a preference.

Because infant classes have a legal limit of 30, Appeals Panels are limited in the matters they can take into account when considering Reception, Year 1 and Year 2 appeals. In these types of appeals an Appeals Panel can only uphold an appeal if it is satisfied that:

- the decision was not one which a reasonable admission authority would make in the circumstances of the case;

OR

- the child would have been offered a place if the published admission arrangements had been properly implemented.

Appeals should be sent to the Admissions and Appeals Service.

**Date approved by Governing Body:** 17/04/2013

**To be reviewed:** March 2014.