



Fairway
Primary
School

Admissions Policy

Member of staff responsible:	Alison White
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To be reviewed:	EVERY SEVEN YEARS
Date approved/reviewed by Governing Body:	September 2021

INTRODUCTION

The school Admissions Code no longer requires Admission Authorities to consult annually on its admission arrangements so long as they remain unchanged from the previous year. Consultations will only be required every 7 years if the arrangements remain unchanged.

Admission arrangements must, however, be determined each year by the 28th February whether consultation has taken place or not. A consultation by the Local Authority has taken place earlier in the academic Year 2020/2021 which is now complete. Following these consultations, the admission limit for Fairway Primary School has now been set at 30. However our nursery only has the capacity of 26 equivalent full time places.

By law, parents must arrange for their children to start school at the beginning of the term following their fifth birthday, unless they have made other suitable arrangements. In Stockport, there is a policy of planned early admissions. Arrangements are made for ALL children aged 4 years plus to start school in one reception intake in September. Therefore, children born between 1st September and 31st August in any year will be able to start at a Stockport LA maintained school in September.

Children who are successful in gaining a place in the nursery class attend on either a part-time basis - 15 hours per week over 2.5 days Monday/Tuesday/Wednesday AM OR Wednesday PM/Thursday/Friday. Alternatively, if the family/child qualifies for 30 hrs per week, they will attend full time Monday - Friday inclusive. They will complete one year before entry to the main stream Reception class on application.

STOCKPORT'S ADMISSION PROCEDURE

Please use the link below to find out all the information you require to apply on line:

<http://www.stockport.gov.uk/services/education/educationtrainingandemployment/schooladmissions/>

Nursery Class:

Stockport LA is very concerned to provide both an effective and a fair means of allocating 'priority' and 'non-priority' nursery places.

Procedure:

Parent/carers send in an application form/submit online to the Town Hall on which they express a preference for up to 6 schools. These forms are collated for consideration by Area Admissions Panels. There is a list of priority cases to be considered first, after which, if there is an excess of demand for the remaining places, they are to be allocated to the older children, alternating between Autumn and mid-year birthdays on the list. There is a comprehensive booklet which accompanies the application form for easy reference (see attached). There are, at present, no priority areas for nursery classes within the Stockport area.

Primary School:

Each Stockport Primary School has its own priority catchment area and children living within it have an automatic right to a place at that particular school, subject to places. Some parent/carers choose instead to send their children to another school and they may be accepted by that school if there are available places.

At Bradshaw Hall we follow the "Policy and Procedures" guidance issued annually by Stockport Local Authority (Please use link above to Stockport Authority guidance) This guidance details procedural requirements which schools must follow in carrying out the Authority's Admissions Policy, as it applies to Community and Voluntary Controlled primary schools in Stockport.

This guidance has been revised to incorporate requirements specified in:

- The School Standards and Framework Act 1998
- The Code of Practice: School Admissions
- The Code of Practice School Admissions Appeals

Related information, including full details of the Authority's Admission Policy, is contained in "Primary Education in Stockport – Information for Parents". Admission to reception class is managed by the LA. Fairway Primary School have developed an admissions pack for new starters with all the relevant information required before starting our school.

AIMS AT FAIRWAY PRIMARY SCHOOL

We aim to make each child's entry as calm and as stress-free as possible. To achieve this, we operate a staggered for the first few days. We find that this procedure helps the children to gain positive attitudes towards all aspects of school life, which will remain with them throughout their primary years.

FAIRWAY PRIMARY SCHOOL ADMISSION ARRANGEMENTS

Nursery Class:

Parent/carers of children who have accepted places in the nursery class are invited to attend an induction meeting towards the end of the summer term. At this meeting they are able to meet the Headteacher, nursery class teacher and teaching assistant.

Parent/carers are sent an induction pack prior to this to fill in and asked to bring it with them to the meeting. Invitations to stay and play sessions in the nursery class with the children are extended. These visits will be in small groups and the children will be encouraged to take part in some practical activities alongside their parent/carers.

During the second half of the summer term Nursery staff visit children and parent/carers at home.

Each September a staggered entry system is operated. This allows staff to work closely with parent/carers in settling their children into the new routine. Throughout this time, curriculum work is kept to a minimum to allow these very young children to adjust to the new routine, to develop positive attitudes towards school, their new peers and the staff.

Reception Class:

In any normal year, we anticipate being over-subscribed in Reception. Stockport Authority is responsible for the allocation of school places. The criteria for admission can be seen on the website address seen above. As in the nursery class, all parent/carers and children are invited to visit the school prior to admission, even though many of the children will already be working in our nursery class.

Children who have not been in the nursery class in our school are welcome to attend some short play and stay sessions. For any children who are not currently attending our school, Reception staff visit children and parent/carers at home.

A meeting is also held for prospective parent/carers in the term prior to admission. Parent/carers are sent an induction pack prior to this to fill in and asked to bring it with them to the meeting.

At this meeting, parent/carers meet the Headteacher and the Reception staff and are given a 'flavour' of the school.

POST ADMISSION PROCEDURES

Settling children happily into school is very much a joint responsibility of parent/carers and teachers. We need to keep a constant dialogue going so that any problems can immediately be discussed and resolved quickly to the benefit of the child.

We aim to keep parent/carers in regular touch with what is happening in school and with how their children are progressing.