

ADMISSIONS POLICY

INTRODUCTION

The following Policy aims to satisfy the requirements of pupils' Attendance Records Regulations as outlined in the Education Reform Act 1998 and the Welsh Office circular 45/91

This policy reflects the County Policy on Admissions to Primary schools

THE POLICY

ADMISSION ARRANGEMENTS FOR NURSERY EDUCATION

1. Nursery schooling is provided on the basis of five sessions of 2.5 hours a week for each child.
2. Nursery education is not a statutory provision and parents have no right of appeal if they are unsuccessful in gaining a Nursery place.
3. Admission to our Nursery Unit does not guarantee admission to Ysgol Melyd.

Following the introduction of the Welsh Assembly Government's 'School Admissions Code of Practice in July 2009, the procedure for admissions is as follows:

The admissions department will issue letters, forms and copies of 'Denbighshire Schools' to all infant and primary schools by September that is the beginning of the school year. These forms will be distributed and the information booklets to parents who express an interest in the school for admission. Copies of the forms and booklet will also be available on the Denbighshire website, or from the authority at the address below.

Parents must return the completed preference form(s) to the authority by the given deadline.

School Admissions
Lifelong Learning
Denbighshire County Council
County Hall
Wynnstay Road
Ruthin
Denbighshire
LL15 1YN

ADMISSION ARRANGEMENTS FOR PRIMARY EDUCATION

1. In accordance with Denbighshire Education Authority, children are accepted on a full time basis, at the beginning of the school year, if the child has achieved its fourth birthday on or before August 31st of that calendar year.
2. Initial applications for admission to Reception class must be made to the Head Teacher, via the school office. Admissions will be based upon the following criteria listed below:

The criteria are presented in a clear order of priority to help determine applications for admissions to schools in cases where there are too many applicants for the number of places available.

Admissions to all schools will be considered according to the following, in rank order:

1. Pupils for whom there are exceptional social reasons (e.g. looked after children) which, in the opinion of the Corporate Director for Lifelong Learning, justify admission to the school.
2. Pupils for whom there are exceptional medical or educational reasons which, in the opinion of the Corporate Director for Lifelong Learning, justify admission to the school.
3. Pupils resident within the intended geographical area (or designated catchment area, where defined) which the school is intended to serve.
4. Pupils for whom it is the nearest school suitable for their age, parental language preference (designated Welsh Medium Schools) or parental denominational preference (Controlled schools) - as measured by walking distance from the nearest available school gate to the pupil's home.
5. Siblings of pupils already admitted under 2.
6. Siblings of Pupils already admitted under 3.
7. Siblings of pupils already admitted under 4.

8. Pupils living nearest to the school, measured by the shortest walking distance from the nearest available school gate to the pupil's home.

9. Siblings of pupils already admitted under 8.

Monitoring and review

This policy is monitored by the *Governing Body* and will be reviewed in four years time, or earlier if necessary.

Signed:

Date: