

HAREFIELD PRIMARY SCHOOL
ADMISSIONS POLICY
2015/16



The Governing Body of the school are the Admission Authority for the school. As required in the School Admissions Code, the Admission Authority will consider all on-time preferences at the same time for September 2015 admissions.

Parents may express up to three (3) preferences, listing them in the order in which they would accept them. All preferences will be considered and where more than one school could be offered, the parents will be offered a place for their child at the highest ranked of the schools that could be offered.

Children with statements of special educational needs (SEN) that name the school

Children with statements of special educational needs that name a school must be admitted to that school under the Education Act 1996 and with regard to the SEN Code of Practice. These children will be admitted to the named school, even if it is full, and are therefore outside the normal admission arrangements. As required by the Code these children will count as part of the Published Admission Number (PAN) for the school.

Oversubscription criteria

Applications submitted by 15 January 2015 will be dealt with first. If the number of applications submitted by 15 January 2015 is greater than the Published Admission Number (PAN) for a school, admissions to the school will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined by section 1.7 of the School Admissions Code.
2. Children subject to a child protection plan.
3. Children who have a brother or sister already on the roll of the school who will continue to attend that school for the following year. (This includes children living as siblings in the same family unit.)

A sibling is defined as a brother or sister including half, step, or foster or adoptive brother or sister, living within the same family unit at the same address.

4. Children who live within the school's designated catchment area. The catchment area is defined by the roads listed at the end of this policy.

If the school is oversubscribed within categories 1-4 above then priorities (i) to (ii), as set out in 5 below will be used to determine which children will be offered places.

5. Children who live outside the school's designated catchment area, in the following order:
 - (i) Children of qualified teaching staff employed at the school for two or more years at the time of application and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
 - (ii) Children who live closest to the school based on the shortest practicable walking distance using public roads and footpaths. Distances are measured from home to school. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated

in the system as the home address to the point designated in the system as the mid-point of the nearest open gate to the school, using public roads and footpaths.

If the school is oversubscribed from within criteria 5(i), then distance, as defined in 5(ii) above will be used to prioritise applications. Should there be two or more identical distances requiring prioritisation, this will be done by casting lots.

Late Applications

The closing date for applications is 15 January 2015. Applications received after that date will be late applications. If the school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

Waiting Lists

If a place cannot be offered at the school, unsuccessful applicants will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will be offered them according to the priorities set out above and any previous offer of a school place will be withdrawn.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on-time applications and placed on the waiting list according to the priorities set out above.

Entry to Reception Year

The offer made to parents for reception year on the national offer date is of a full-time place from the start of term after 1 September 2015. However, the school normally staggers entry to reception year and arranges for some initial part-time attendance to ensure a smooth transition from pre-school or from home into school.

Parents can request that the date their child is admitted to school is deferred until later in the academic year or until the term in which the child reaches compulsory school age (5 years old). Parents CANNOT defer entry until the start of Year 1 – the child must start at some point in Year R. If a parent does not enrol their child in the school in Year R they must make a fresh in-year application for a Year 1 place.

Co-ordinated Admissions Scheme

Harefield Primary School fully participates in the LA published co-ordinated admissions scheme. The governors have delegated the management of the waiting list to the LA Admissions Team during the normal admission round. The waiting list will be passed to the school on 1st September 2015.

Published Admission Number

The school proposes to publish an admission number of 60 for the 2015/16 academic year. This admission number is based on the school's net capacity assessment.

**HAREFIELD PRIMARY
CATCHMENT ROAD LIST**

STREET NAME	HOUSE NUMBERS
BEAUWORTH AVENUE	
BENTLEY GREEN	
BLENDWORTH LANE	
BRAMDEAN ROAD	1-23 / 2-24
BREAMORE ROAD	
BURNHAM CHASE	
CHAWTON CLOSE	
CHERITON AVENUE	
CHILCOMB ROAD	
CLANFIELD ROAD	
DENMEAD ROAD	
EXFORD AVENUE	
EXFORD DRIVE	
FARINGDON ROAD	
FRITHAM ROAD	
HATLEY ROAD	
HOLMSLEY CLOSE	
LANGSTAFF ROAD	
LANGSTAFF WAY	
LECKFORD CLOSE	
MELCHET ROAD	
MEON COURT	
MINSTEAD AVENUE	
MON CRESCENT	
MOUNTAIN ASH CLOSE	
SELBORNE AVENUE	
SELBORNE WALK	
SOMERSET AVENUE	
SOMERTON AVENUE	
STEEP CLOSE	
STEVENTON ROAD	
TAUNTON DRIVE	
TICHBORNE ROAD	
TYTHERLEY ROAD	
WELLINGTON AVENUE	
WELLOW CLOSE	
WEST END ROAD	128-262 (evens)
WESTON CRESCENT	
WHITEHILL CLOSE	
WYNTER ROAD	
YEOVIL CHASE	