



Admissions Policy

Rudyard Kipling Primary School

January 2015

Together we will help each other to achieve our best

Admissions Policy

This document outlines the present admission policy for Rudyard Kipling Primary School and Nursery.

Admissions at all times will be administered by the Councils School Admissions Team on behalf of the Governing Body in line with the principles and procedures in the Councils Primary Schools Admission booklet.

Contact details:

School Admissions Team

Brighton & Hove City Council

King's House

Grand Avenue

Hove, BN3 2LS

01273 293653 or e-mail Schooladmissions@brighton-hove.gcsx.gov.uk

The number of intended Admissions for each Academic year will be 60 in Reception and Key Stage 1 and 64 in Key Stage 2.

At our school, pupils are admitted to the Reception Year at the beginning of the school year in which they reach their fifth birthday. Parents of children younger than five have the right to delay entry to the school until no later than the term after the child's fifth birthday (when the child reaches compulsory school age). This must be within the same school year. If the child has not been admitted to the Reception Year within a school year, a separate application should be made in the summer term for a Year 1 place in the following September.

Until the child reaches compulsory school age, parents also have the right to request she/he attends part-time. In such a case, parents should discuss this with the Foundation Stage Leader when accepting the offer of a place. In the majority of cases the school finds that children benefit from starting early.

All parents will need to fill in the Common Application Form. This is issued with the Councils Primary Schools Admission Booklet or this can be accessed online www.brighton-hove.gov.uk/schooladmissions . If you are applying for a place on medical or social grounds, you will also need to complete a Supplementary Form which can be obtained from the school. This Supplementary Form should be returned direct to the school. All forms need to be returned before the deadline given in the Primary Schools Admission booklet.

Places will be allocated on the basis of applications received by the date shown in the Primary Schools Admission booklet prior to the start of the Academic year in which the child becomes five. This is in line with Brighton and Hove's Coordinated Admissions Scheme.

Together we will help each other to achieve our best

Admissions

Priority for admissions is given to children who have a statement of special educational need. Once children with statements of special educational need naming the school have been admitted, then places are allocated in accordance with the following rules.

Subject to availability, a place will be offered for the start of the school term following a child's 4th birthday. Places will be allocated in accordance with the following list of priorities:

- Children in the care of the local authority (looked after children) and previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order)
- Children with compelling medical or other exceptional reasons for attending the school
- Children who have a sibling attending the school.

If there are more children applying than places available in any given priority, the available places will be offered to those children living closest to the school, up to the published admission number. Home to school distance will be measured by the shortest route from the child's home to the school's gates.

Where the home addresses of two or more children are an equal distance from the school (eg two children living in the same block of flats), and only one place remains available at the school in question, the place will be allocated randomly to one of these children.

In Year Applications

In year applications for all year groups will also be administered by the LA in accordance with their published co-ordinated admissions scheme.

Waiting list policy

Should the school reach its maximum admission number; children will be placed on a waiting list in priority order, to the above criteria.

We are a fully inclusive school and fully uphold the principles and practices of our equalities policy. In addition no child will be refused a place on the basis of academic ability or aptitude.