



Admissions Policy 2019-2020

Implementation Date : September 2019

St Michael's Community Academy Admissions Policy 2019 - 2020

At St Michael's Community Academy the children are offered an exciting, fun and creative curriculum with emphasis placed on the basic skills of learning, creative arts and sports. In addition to gaining language, mathematical and scientific skills your child will also be encouraged to build confidence, develop self-reliance, learn to make decisions and develop the ability to articulate feelings and ideas.

We believe in the importance of the development of the children's social skills and we encourage our children to develop self-discipline, show respect for all other people and for their surroundings. Childhood is a very special time, in working together we can ensure that your child learns and grows in an exciting, challenging, happy and caring environment.

St Michael's Community Academy is part of the St. Bart's Multi-Academy Trust however our Admission Policy for the academic year mirrors the Department for Education School Admissions Code (December 2014)

See:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/389388/School_Admissions_Code_2014_-_19_Dec.pdf

Applying for Admission to Reception

Parents wishing to apply for a place at St Michael's Community Academy must apply through **Cheshire East Admissions** by the published closing date. Information on how to apply and deadlines can be located on the Cheshire East Website at <http://www.cheshireeast.gov.uk/schools/admissions/admissions.aspx>

Reception class children will be offered a full-time place to start in the September of the academic year in which they will be five. Each academic year begins on 1st September and ends on 31st August the following year.

The maximum number of new children we can accept each year is 60 (Published Admission Number – PAN). If there are more applications than places available the school's board of Governors, who are the Admissions Authority for St Michael's Community Academy, will operate the following oversubscription policy to determine the order of priority for places accordingly:

Oversubscription Criteria

- 1. 'Cared for Children' and Children who were Previously 'Cared for'.** A 'cared for child' is a child who is in the care of a local authority or provided with accommodation by that local authority (as defined in section 22 of the Children Act 1989). Children previously 'cared for' are children who were 'cared for' as defined above, but immediately after being 'cared for' became subject to an adoption, residence, or special guardianship order. An adoption order is an order under section 46 of the Adoption and Children Act

2002. A 'residence order' is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2. **Siblings** – The child has a sibling at the school who will still be attending St. Michael's once the child has started.

Siblings are considered to be those children who live at the same address and either:

- Have one or both natural parents in common
OR
- Are related by a parent's marriage or related by parents living as partners at this address
OR
- Are adopted or fostered by a common parent
OR
- Children not adopted, fostered or related by a parent's marriage or with one natural parent in common, who are brought together as a family by a same sex civil partnership and who are living at the same address, are also considered to be siblings.

We do not include cousins within our definition of siblings.

3. **Children resident within the designated catchment area of St Michael's Community Academy.** Children will be classed within this criterion if they and their parents/carers are resident within the area served by St Michael's Community Academy. If a child lives with **parents with shared responsibilities**, each for part of the week, the 'home address' will be the one at which the child is resident for the greatest part of the school week. Where this is equally shared, the home address will be the one used when applying for child benefit.
4. **Pupils living nearest to the school** measured using an Ordnance Survey address-point system which measures straight line distances in miles from the address point of St Michael's Community Academy to the address point of the place of residence.
5. Pupils who have previously attended St. Michael's Nursery in the year prior to starting Reception up to the end of the Summer term (i.e. with no breaks in attendance).

The admission of pupils with a statement of **Special Educational Needs/EHCP** is dealt with by a separate procedure. Such children will be admitted to the Academy if this school is named on the relevant documentation. This is a statutory entitlement under Section 324 of the Education Act 1996.

Appeals:

Parents who wish to appeal against the Governors' decision not to offer a place to their child must do so by completing an Appeal form available from the school and returning this

to St Michaels Community Academy for the attention of the Chair of Governors. This will then be heard by an independent appeals panel.

Waiting List:

Admissions into year groups other than Reception will be on an in year transfer application basis via the Cheshire East school admissions procedure (see below). The Academy will maintain a Waiting List and applications will be ranked according to our over-subscription criteria. The allocation of places to children on our waiting list will be in line with the above order of priority.

In-year applications or transfers:

For admissions within the school year an application must be made through the Local Authority at:

http://www.cheshireeast.gov.uk/schools/admissions/in_year_admissions.aspx