



Fernhurst Primary School

Haslemere Road . Fernhurst . Surrey . GU27 3EA . Tel: 01428 653144

www.fernhurst.w-sussex.sch.uk

Headteacher Mr. G Parkes

Fernhurst Primary School

Admission Policy for 2018/19

This policy will apply to all admissions from 1st September 2018, including in-year admissions. The school will participate in the co-ordinated admission arrangements operated by West Sussex County Council and the local Fair Access Protocol which will be applied alongside the policy to secure the admission of vulnerable pupils from specific groups. This will be used during 2018-19 for allocating place for September as part of the main admissions round.

Admission Criteria

The University of Chichester Academy Trust is the admission authority for all of its schools. The admission arrangements are determined by the Trust, after statutory consultations.

The published admission number (PAN) for Fernhurst Primary School is 30.

If the School is oversubscribed, applications will be considered first according to the following priorities in the order set out below:-

1. Looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. [please refer to the schools admissions code for a definition of looked after child).
2. Children or families who have a serious medical, physical or psychological condition which makes it essential that the child attends Fernhurst Primary School rather than any other. (Appropriate medical or psychological evidence must be provided in support.)
3. Children living in the catchment area of Fernhurst Primary School who at the time of application have a sibling on the roll of the Fernhurst Primary School who will still be on roll at the time of the sibling's admission.*
4. Other children living in the catchment area of Fernhurst Primary School.
5. Other children who at the time of application have a sibling on the roll of Fernhurst Primary School who will still be on the roll at the time of the siblings admission.*
6. Other Children

* This includes children who at the time of application have a sibling for whom the offer of a place at the preferred school or its linked infant or junior school has been accepted, even if the sibling is not yet attending. 'Sibling' refers to brother or sister, half brother or half sister, foster brother, foster sister, adoptive brother or adoptive sister, step brother or step sister, and includes children living as siblings in the same family unit.

How West Sussex County Council allocate places.

Please visit the following website for further information:

<https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/school-places/>



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Waiting lists

When all available places have been allocated, waiting lists will be operated by schools on behalf of the local authority. Any places that become available will be allocated according to the criteria of the admission policy with no account being taken of the length of time on the waiting list or any priority order expressed as part of the main admission round. Fair Access admissions and school closure arrangements will take priority over the waiting list.

The waiting list will be reviewed and revised –

- each time a child is added to, or removed from, the waiting list;
- when a child's changed circumstances affect their priority;
- periodically, when parents with a child on the waiting list will be contacted and asked if they wish to remain on the list for the following school year.

At the time of receiving an offer of a school place parents will be advised of the process for adding their child's name to a school's waiting list. Parents may keep their child's name on the waiting list of as many schools as they wish and for as long as they wish.

Admission of children outside their normal age group

Parents can seek places outside their normal age group. Decisions will be made on the basis of the circumstances of each case; parents may be offered a place in another year group at the school.

Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants in the normal admissions round should contact the West County Council:

<https://www.westsussex.gov.uk>

Legislation

This policy takes account of all relevant legislation including the legislation on sex discrimination, race relations, and disability, together with all relevant regulations and the School Admissions Code (DfE 2014).