

Streatham Wells Primary School

Admission Policy

The Headteacher will ensure that:

- Pupils are admitted in to Nursery in accordance with this policy.
- Pupils from Reception to Year 6 are admitted in accordance with this policy using Lambeth admissions criteria.
- All staff follow this policy when advising prospective parents and admitting pupils.

The governing body will ensure that:

- The admission arrangements are reviewed annually and updated in accordance with LEA policy
- this policy will be made available to parents and potential parents through publication on the school website; printed copies can also be collected from the school office.
- An admissions register is kept up to date
- An appeal panel is in place to hear parent appeals against non-admissions
- The net capacity formula (previously the standard number) is reviewed annually

Streatham Wells is over subscribed for Reception and for full-time places in Nursery. For this reason it is essential that your application is received by Lambeth LEA by the closing date for Reception applications, which can be found on the Lambeth Council website: <http://www.lambeth.gov.uk/schools-and-education> Parents/Carers who wish to apply for a place at the school need to book an appointment to visit us. This must be booked with a member of the office staff. During the tour the Head Teacher or member of the school staff will explain Lambeth's selection criteria and give you a tour of the school.

"Starting School in Lambeth" Information booklets are available from November each year to assist parents in choosing a Nursery or Primary School in Lambeth. This is obtainable from the Lambeth School Admissions Team on 020 7926 9503 or by visiting the Customer Service Centre in Olive Morris House, 18 Brixton Hill, London, SW2 1RL or the website at www.lambeth.gov.uk/eadmissions.

Admission to Reception Class

Streatham Wells School has 30 reception class places.

In Lambeth Community Primary Schools, the LEA decides, in accordance with published admission criteria: <http://www.lambeth.gov.uk/sites/default/files/sce-primary-schools-admission-booklet-2016-17.pdf> , which children can be offered places.

If there are more applications than places available, priority is given as follows:

- Looked After Children: A 'looked after child' is a child who is in the care of a local authority or provided with accommodation by that authority – according to Section 20 of the Children Act 1989.
- Siblings - Children with a brother or sister living at the same address, who will be still be attending the school at the time of admission. A sibling is defined as a full brother or sister, or a step/half brother or sister living at the same address, a child who is living as part of the family by reason of a court order, or a child who has been placed with foster carers at that address as a result of being looked after by the local authority.
- Children with a professionally supported medical or social need that the school is especially able to meet. Admissions decisions will be taken by Lambeth's Children and Young People's Services (CYPS) in consultation with the Headteacher. Letters from an appropriate professional must support these applications although these will not always be conclusive
- Children of staff at the school
- Priority will be given on the basis of distance between the child's home and the school, measured by a straight line. This measurement will be done using a computerised mapping system. The child's home address will be the child's permanent place of residency and must not be a business address, or the address of a relative or carer, unless they have legal custody of the child. Applications must only be made from a single address.

The LEA will inform you if your child has been offered or refused a Reception place in April. Once you have been offered and accepted a place, you will be sent a letter by the school giving induction information.

Parents who are refused a place at the school have the right to appeal. The appeals process is explained in the Starting School in Lambeth booklet and on their website: <http://lambeth.gov.uk/schools-and-education/school-admissions>

Casual (In-year) Admissions

Parents/Carers of children seeking a casual or in-year admission are advised to take a tour of the school.

Parents/carers of children looking for a place in Reception to Year 6 should make an application through Lambeth LEA. <http://www.lambeth.gov.uk/sites/default/files/sce-lambeth-primary-school-in-year-admissions-2015-16-booklet.pdf>

Parents of children wanting to make an in-year admission to Nursery should make an application via the school's Nursery Admissions procedures. When a place becomes available at the school you will be contacted by the school. Once you have accepted a place you will be contacted by the school to arrange your child's admission.

Admission to Streatham Wells Nursery

Streatham Wells has 11 part-time morning, 11 part-time afternoon and 14 full-time nursery places. Morning sessions run from 9am to 12pm and afternoon sessions from 12.30pm to 3.30pm. We have 6 places that are 2.5 days – 2 full days 9-3.30 and a half day either AM or PM. The School manages its own admissions to the Nursery class, which are based on the procedure and criteria for admission to the Reception class.

If Parents/Carers require a tour, this can be arranged with the school staff through the school office. Application forms are available on request or via the school website or in the school office. <http://www.streathamwells.lambeth.sch.uk/wp-content/uploads/2016/03/Nursery-Application.pdf>

Parents/Carers are asked to complete and return the application form to the school with proof of address (e.g. utilities bill or bank statement) and the child's birth certificate by the end of February (end of the Spring 1st half term) in the year your child turns three. The school sends out offer letters as soon as possible before the Easter Holidays. Once you have accepted a place the school will write to you with induction information.

Children who attend a nursery class in a primary school do not transfer automatically to the main school; parents have to apply separately to the primary school via the Lambeth Common Application Form which can be found in the Starting School booklet.

As Streatham Wells is a Community Primary School we follow these admissions criteria:

Part-Time Places

1. Children for whom it is the nearest community school or class, measured by a straight line. Priority within this group will normally be given to children who live closest to the school. Addresses other than the child's home address will **not** be accepted for admission purposes.
2. Children with a particular medical, social or educational reason for wanting a nursery place; this reason must be supported by the relevant professional, eg. Doctor.
3. Children for whom it is not the nearest community nursery school or class, measured by a straight line. Priority within this group will normally be given to children who live closest to the school.
4. Children who live in the London Borough of Lambeth.

Having a sibling attending the primary school does not automatically give your child priority to the nursery class, although, the Headteacher can use his/her discretion to consider admission providing you can demonstrate that not receiving a place would cause very real

difficulties. We only have one intake for the Nursery which is in September. If a place becomes available during the year the place will be offered to the next child on the waiting list.

You can only accept one offer of a free nursery place. It is not possible for a child to have a nursery place at one school in the morning and a different school in the afternoon.

Full-Time Places

1. Children who are looked after, or who have an allocated social worker who has provided written support of the need for a full-time place as part of the Child's Plan at that school,
2. Children who are recommended for a full-time place for team Around the Child (TAC) Locality or Disability Panel.
3. Children in circumstances where the Headteacher considers a full-time place should be provided. To ensure equity across the borough the following two criteria must be met before the school identifies their own specific criteria.
 - a) Children who are eligible for Free School Meals (FSM) or asylum seekers
 - b) Evidence to demonstrate that home circumstances could significantly affect a child's well-being.

*Reviewed Spring 2018
Next Review Spring 2019*