

# ST PETER'S CHURCH OF ENGLAND PRIMARY SCHOOL



## ADMISSIONS POLICY

### RECEPTION TO YEAR 6

St Peter's Church of England Primary School is a voluntary controlled Church of England primary school and as such are governed by both the Diocese of Manchester and Rochdale Local Authority. Rochdale Local Authority coordinate all our admissions from Reception to Year 6.

For full details, policies and to apply please contact 'Rochdale Borough Council' school admissions at;

Email: [school.admissions@rochdale.gov.uk](mailto:school.admissions@rochdale.gov.uk)

Tel: 01706 925982

Early Help and Schools  
Number One Riverside  
Smith Street  
Rochdale OL16 1XU

Or via the admissions page on their website at;

<https://www.rochdale.gov.uk/school-admissions-appeals/apply-primary-school-place>

### NURSERY

At St Peter's Church of England Primary School, we offer Nursery provision for children who are 3 years old and will turn 4 during that academic year. We offer 52 places - 15 hour funding (26 morning, 26 afternoon), however some of these may be combined to accommodate fulltime places for parents receiving 30 hours funding.

Admission to our nursery class are coordinated by the school and made in accordance with the parental applications subject to the following set of admissions criteria forming a priority order where there are more applications for admission than the Nursery has places available. Places will be offered on a part time basis (DfE 15 hour's free childcare) unless the successful parent is eligible for the DfE free 30 hours of childcare for working families. If this is the case the parent will be offered a full-time place which will use the equivalent of two part time places and the number of part time places will then be reduced to reflect this to keep to our required staffing ratios.

Where a child has a statement of Special Educational Needs naming our school, the child will be allocated a place before any other places are allocated.

The remaining applications are considered in the following order of priority:

1. Children in the Care of a Local Authority.
2. Children with exceptional medical needs or exceptional welfare considerations which are directly relevant to our school.
3. Children with older siblings attending the school.
4. Children who attend a linked Church (a supporting letter from the Vicar is required at the time of application)
5. Children eligible for the service premium.
6. Proximity, to where you live.

### NOTES FOR NURSERY ADMISSIONS

- a) Admission to the Nursery Class does not necessarily secure admission to the Primary School.
- b) Looked After Children (Children in care to a Local Authority) are: Children who are in public care ("Looked After" children as defined by section 22(1) of the Children Act 1989), or

- children who were previously looked after but ceased to be so because they became adopted or became subject to a child arrangement order or special guardianship order.
- c) Exceptional medical needs must be supported at the time of application by a letter from a GP, hospital consultant or other medical professional indicating how a pupil's medical condition relates to the school preference. On receipt of the medical certificates/letters the case will be referred to the headteacher for consideration. You should note that providing evidence does not automatically mean that a place will be allocated under this priority.
  - d) Exceptional welfare considerations (such as children at risk) must be supported at the time of the application by a letter from a supporting agency (e.g. Social Worker, Family Support Worker, Education Welfare Officer) indicating how the circumstances relate to the school preference. On receipt of such a letter and evidence the case will be referred to the Service Director for consideration. You should note that providing evidence does not automatically mean that a place will be allocated under this priority. This criteria will consider issues relevant to the child and/or the family in line with the Equalities Act 2010. If exceptional medical or exceptional welfare grounds are claimed after the allocation procedure has been completed, it might not be possible to allocate a place under this priority.
  - e) A sibling is defined as a brother or sister, step-brother or step-sister, and half-brother or half-sister. A sibling must be living at the same address and not be a cousin or other relative. You may only claim this priority if your child has an older sibling who will be in attendance at the school in the academic year your child would be admitted.
  - f) Priority can be claimed on religious grounds if evidence is provided to show that the family and the child are active worshipping members at St Peter's Church to which the school is affiliated. Active worshipping members of the church will be those who worship at least once a month over a period of a year prior to the closing date for applications. This should be in the form of a supporting letter from the Vicar of St Peter's church submitted at the time of the application.
  - g) Eligible for the service premium children are those where:
    - \* one of their parents is serving in the regular armed forces;
    - \* one of their parents served in the regular armed forces in the last 3 years;
    - \* one of their parents died while serving in the armed forces and the pupil is in receipt of a pension under the Armed Forces Compensation Scheme (AFCS) and the War Pensions Scheme (WPS).
  - h) If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be determined by measuring the shortest, suitable walking distance from the main gate of the school to the child's permanent home address, with those living closer to the school receiving the higher priority. Walking routes are deemed to be along recognised lit, paved routes which, in general, are overlooked by houses and as such are likely to be relatively safe to walk. Unlit, unmade-up shortcuts are not taken into account in calculating walking distances, even if they are public rights of way. Walking distances are measured using a computerised mapping system (Google Maps). In the event of a tie-break within a block of flats, those living furthest from the communal entrance will be given priority. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, a random lottery will be carried out in a public place.
  - i) Where a child lives with parents with shared responsibility, each for part of a week, the child's "permanent place of residence" will be determined as the address of the parent who normally has responsibility for the majority of school days in the week.
  - j) We reserve the right to withdraw the offer of a Nursery place where false evidence is received.