

Westhead Lathom St. James C.E. Primary School



Admissions Policy

"Christian values are implicit in all that we do"

Last Reviewed Date: Summer 2016

Next Review Date: Summer 2017

Issue	Date	Author/Editor	Revision Notes
1	May 2016	Alison Albion	Relevant part of Lancashire Education Authority's Policy documents for admissions for voluntary controlled schools copied into new format, with header, footer and version control.

Signed..... Chair of Governors

Date.....

Mission Statement: Our School Now

Our school provides a secure, caring, stimulating and challenging indoor and outdoor environment that promotes a love of learning. Our children, parents, families, staff, governors and community work together to enable each child to become a happy, healthy, well-balanced individual in preparation for the opportunities, responsibilities and experiences of life.

The ethos of the school is based on the Christian ideals of commitment, responsibility and respect and love for Jesus Christ, self and others. We are committed to working in partnership with all of those involved in our children's development to lead our children towards tolerance, understanding, justice, and sensitivity to the needs of others and appreciation of the world around them.

Our motto

“Enjoy, Respect, Learn, Achieve”

Vision Statement: Our Vision for the Future

- To provide role models who: go the extra mile; give of themselves and their time to meet the needs of the whole child; promote spirituality and an appreciation of the wonders of the natural world; promote a love of learning; develop Christian ideals of commitment, responsibility, respect, team-work, tolerance, understanding, justice, sensitivity of self and others and love for Jesus Christ, within a secure, caring, inspiring, stimulating and challenging environment both indoors and outside.
- For children, parents, families, staff, governors and community to work together in partnership to enable each child to become a happy, healthy, well-balanced individuals with self-confidence and belief that builds character to enable them to engage thoroughly, fulfilling each individual's potential through life's experiences, opportunities and responsibilities in a rapidly changing world.

Aims

Westhead Lathom St. James Church of England Primary School aims to :-

- Provide a broad and challenging curriculum and a stimulating learning environment that extends outside the classroom;
- Develop enquiring minds and spirituality through curiosity, awe and wonder of the world;
- Teach, demonstrate and praise Christian Values;
- Value the power of prayer;
- Teach with innovative and investigative approaches to learning;
- Provide an enriching programme of extra-curricular activities and visits;
- Plan a rich, varied and up-to-date range of learning resources;
- Encourage children to achieve their highest standards in all areas of the curriculum and to seek excellence within an ethos of support, challenge and encouragement to succeed;
- Teach children to work independently, collaboratively and become highly motivated lifelong learners;
- Include opportunities for creative thinking in problem solving settings, developing divergent thinking, adaptability and flexibility in preparation for the many changes ahead in life, including the rapid progress in technology;
- Build partnerships between the school, home and community;
- Strive for continuous improvement in all that we do;
- Continually self-evaluate and continue to improve upon current practice;
- Work collaboratively towards common goals;
- Place self-esteem and a positive and inclusive approach to behaviour as high priorities thus ensuring that individuals respect and value themselves, others and the environment and is motivated to do their best in school and beyond in order to become a fulfilled adult who gives to the community.



Ethos Statement

"Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the churches at parish and diocesan level.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils".

At Westhead Lathom St. James we are honoured when parents choose our school for their child's primary schooling years. We recognise that both parents and school have a great responsibility to provide the best opportunities for every child so that they reach their full potential in every aspect of development, not just academic success.

Before parents choose their child's school, we encourage parents to visit school in order to see and feel the positive environment in which their child will be learning and developing. If parents visit more than once then they'll be better placed to see the variety of learning experiences that we plan at our school. It is always better to book an appointment by email to Mrs. Tither, our Office Manager so that in the busy life of our school, a member of staff is available to take you around our school. We try to be as accommodating as possible.

bursar@lathom-st-james.lancs.sch.uk

or telephone 01695 574078

This policy follows up-to-date advice taken from Lancashire Education Authority's Policy on admissions for all voluntary controlled schools. It will be reviewed annually in order to keep up-to-date in the event of change.

Further information regarding the process of admission into our school and application form can be found at <http://www.lancashire.gov.uk/children-education-families/schools/apply-for-a-school-place/apply-for-a-primary-school-place.aspx>

Admissions criteria (rules) for who is given priority for places in Community & Voluntary Controlled Primary Schools

If there are more applications than places available, then for all community and voluntary controlled primary schools in Lancashire the following admissions criteria is used to decide who has priority for admission.

All the preferences for a school are considered equally and the criteria below are applied in priority order.

- 1. Children who are looked after by a Local Authority at the time when preferences are expressed and who are still looked after at the time of their admission to school, and those who have been previously looked after, (see note i below); then**
- 2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned (see note ii below); then**
- 3. Children with older brothers and sisters attending the school when the younger child will start, (see note iv below); the**
- 4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority, (see note v below).**

Notes

1. The highest priority must be given to looked after children and children who were looked after, but ceased to be so because they were adopted or became subject to a Child Arrangement Order or special guardianship order. Any references to previously looked after children means children who were adopted (or subject to Child Arrangement Orders or special guardianship orders) immediately following having been looked after.
2. The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without a statement who have special needs.
3. As required by law, all children with a Statement of Special Educational Needs naming a school will be admitted before the application of the over-subscription criteria. Children who have a Statement of Special Educational Needs have their applications considered separately.
4. Brothers and sisters includes step children, half brothers and sisters, fostered and adopted children living with the same family at the same address (consideration may be given to applying this criterion to full brothers and sisters who reside at different addresses).
5. The distance criterion will be used as the tie breaker if there is oversubscription within any of the admission criteria. The distance measure is a straight line (radial) measure from home to school centre of building to centre of building. If the Local Authority is unable to distinguish between applicants using the published criteria (eg twins or same block of flats) places will be offered via a random draw.
6. A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residence may be requested at

any time throughout the admissions process, (including after a child has accessed a school place).

7. The Local Authority will keep waiting lists for all Lancashire primary schools until 31 August. These are kept in priority order using the school's published admission criteria. From 1 September for one school term only waiting lists will be retained by individual admission authorities (the Local authority for community and voluntary controlled schools and individual voluntary aided and foundation schools will each retain their own list).
8. Children will not normally be able to start school other than at the beginning of the term unless they have moved into the area or there are exceptional circumstances.
9. Applications for school places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.
10. Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days For criterion 1 above, where there is a claim that any child was previously looked after then the parent or guardian must provide the necessary evidence or contacts for this to be verified.