**ST. PETER’S CE PRIMARY SCHOOL, HESWALL, WIRRAL**

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**Admissions Policy – Foundation Stage 1 (Early Years)**

**2022 - 2023**

**Introduction**

Admissions to the Foundation Stage One Class / Early Years Class are administered by the school and applications for admission should be made on the application form which is accessible via the Early Years school office. Please telephone 0151 342 9909 to register an interest.

Applications received by the end of January of the year of entry will be considered and parents will be notified of places during February. Any further applications made between the end of January and September of the year of entry will be considered depending on sessions available.

The number of places available for admission to Early Years is based upon the ratios required for the supervision of 3 to 4 year olds and 2 to 3 year olds. The maximum number of children permitted at any one time in the Early Years classroom is 32.

The Governing Body operates a system of equal preferences under which they consider all applications equally and allocates places according to its policy. In the event that there are more applicants than places, the Governing Body will allocate places using the following criteria which are listed in order of priority. Where additional sessions are requested these will be allocated according to the same criteria.

1. The highest priority is given to looked after children and all previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).
2. Children with special medical or social circumstances affecting the child where these needs can only be met at this school.
3. Children who will be 3 years old by the 1st September 2022.
4. Children who have a sibling attending St. Peter’s CE (Aided) Primary School.
5. Children resident in the Parish of Heswall within the area bounded on the Easterly side by Telegraph Road (but only including those houses numbered as odd within the range of 83-291 on that road), and on the Southerly side by the Mount (including Mount Avenue), Feather Lane, the Northern part of Delavor Road (even numbers only) and Banks Road.
6. Other children.

Within each category, applications for a place in Foundation Stage One / Early Years will be ranked in order of date of completed application returned to St. Peter’s (Aided) Primary School.

**Church of England**

As a Church School, Christian faith plays a central role in school life and forms the foundation to our vision and values. Parents should be aware before applying that Collective Worship and our whole school ethos are based on the teachings of the Church of England. Whilst the Governing Body has decided not to introduce any faith-based criteria into Early Years Admissions, it should be noted that the criteria for admissions to Foundation Stage 2 do take into consideration parents who are faithful and regular worshippers in the Parish Churches of St Peter’s and the Good Shepherd, Heswall, or other places of Christian worship. Faithful and regular worship is defined as attending church twice a month for at least 6 months.

**Admissions to Foundation Stage 2**

Please note that a place in St Peter’s Foundation Stage 1/ Early Years does not guarantee a place in our Foundation Stage 2 Class. You must apply for Foundation Stage 2 places via the Local Authority who manage admissions and allocate places for Foundation Stage 2 across Wirral, following the procedure set out under the Admissions Policy for School Entry at Foundation Stage 2 which is available on our school website or via the School Office. You can also request the Supplementary Form which needs to be completed by those wishing to evidence faith-based criteria, signed by your Parish Vicar or Church Minister, and returned to the School.

**In-year admissions**

The school coordinates in-year admissions. These will be considered only if there are places that do not affect the ratio of staff to children as outlined in the operational guidance document for Early Years settings.

**Notes**

1. Professional supporting evidence from e.g. a doctor, psychologist, social worker, is essential if admission is to be made under the criterion for special medical or social circumstances, and such evidence must set out the particular reasons why the school is question is the most suitable school and the difficulties which would be caused if the child had to attend another school.
2. A parent is any person who has parental responsibility or care of the child.
3. A map showing the boundaries is available from school.
4. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner, and in every case, the child should be living in the same family unit at the same address.
5. Where the above criteria are not adequate to distinguish between requests for admission which cannot all be accepted without exceeding the admission limit, priority will be decided on the basis of the distance from the school measured by the shortest walking route from the front door of the child’s home address (including flats) to the main entrance of the school with those living closer to the school receiving the higher priority.

**Appeals**

Where governors are unable to offer a place because the school is oversubscribed, parents should discuss this with the headteacher. The school operates a waiting list and parents can state whether or not they would like to go on this. If a place becomes available the school will contact the parents at the top of the waiting list to see if they still want the place. They will work down this list until either a child fills the place or no one wants it.

**Fraudulent Applications**

Where the Governing Body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent (for example a false claim to residence) which effectively denies a place to a child with a stronger claim, then the Governing Body is required to withdraw the offer of a place. The application will be considered afresh.

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed (Chair of Governors) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reviewed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_