

EDUCATING YOUR CHILD

Primary school admissions 2014 to 2015



A parents' guide to
primary schools and
education services
on the Isle of Wight

How to contact us

Our address: School Admissions and Transport,
Isle of Wight Council, County Hall, Newport, Isle of Wight
PO30 1UD

Phone: (01983) 823455

Email: school.admissions@iow.gov.uk

Website: www.iwight.com/schooladmissions

Opening hours: 8.30am to 5pm, Monday to Thursday,
8.30am to 4.30pm, Friday.

You can get information/advice on the following from the school admissions office:

- School admissions.
- School transport (eligibility).
- Free school meals.
- Other general information about education on the Isle of Wight.

Our customer service charter

We aim to deliver an excellent and efficient service to you.

This charter is our promise to you that:

- we will be courteous and respectful and do all we can to respond appropriately to requests for service;
- we will help you to use our services, explaining what we can do and what we cannot do;
- we will give you straightforward information and use plain language;
- we will consult with you regularly and take account of your comments;
- we will treat everyone fairly;

- we will continuously aim to improve our services;
- we will learn from our mistakes, work hard to avoid making them again and aim to put things right should they go wrong.

Your commitment to us:

- To behave in a considerate and polite way so that we can give you and other customers the standard of service you would expect.
- Not to abuse staff, either physically or verbally.
- To attend an appointment on time, or let us know if you cannot do so.



Introduction by the director of schools and learning

Dear parent,

This booklet tells you about admission arrangements for primary schools on the Isle of Wight. Parents are able to state up to three preferences saying which schools you would most like your child to attend. We will do our very best to meet one of your preferences, but if we receive too many applications for a school they will be handled in line with the policy that prioritises applications and, if your application is unsuccessful, we may offer you a place at a different school.

For parents whose children are due to start primary school next September, the most important things for you to do now are:

- decide which schools you would prefer your child to attend;
- **apply online** at www.iwight.com/schooladmissions
Alternatively you can request the paper application form from school admissions;
- make sure that the online application or paper form is received by the admissions office at County Hall **by 4.30pm on 15 January 2014** (preferably before).

The same processes apply if you would prefer your child to attend a Catholic or Church of England Aided Primary School. However you must also complete the church school's supplementary information form which you can obtain from the school. This supplementary form must be returned to the school by 4.30pm on 15 January 2014 with any supporting evidence. When you apply on line for a church aided school any relevant additional information, including the supplementary form, must be sent direct to the school admissions office. The church-aided primary school you choose must be included as one of your preference(s). The completed supplementary form and any relevant additional information must be received by the church-aided school by 4.30pm on 15 January 2014.

Applications received by the published closing date have to be considered before those that are received later, even a day later, and so you need to make sure that you complete your application on time. .

In this booklet you will also find:

- names and addresses of our primary schools and the number of children that can be admitted in September 2014;
- details of Aided Church of England and Catholic primary schools, their admissions policies and how you apply for a place;
- admissions arrangements for children whose parents wish them to change school;
- information on the other services we provide such as home to school transport.

Please note that the information contained in this booklet was correct at the time of publication (August 2013).

If you have any questions or concerns, please contact us by telephone, email, or by visiting us at County Hall, Newport. We are here to help you.

John Coughlan
Director of Children's Services
Hampshire County Council

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Terms used in this booklet

Academy

An academy is a state-funded school managed by an independent sponsor. The funding agreement between an academy company and the Secretary of State requires the academy's admissions policy and arrangements to be in accordance with, or consistent with admissions law and the school admissions code.

Additional/supplementary forms

All parents who list their preferred school on the Isle of Wight Council's common application form are regarded as having made a valid application. An additional or supplementary form will also have to be completed for applicants who are applying for church aided schools, this also needed to be returned to the appropriate school by the advertised closing date to ensure your application remains on time.

Admissions number

The maximum number of children a school can give places to each year.

Aided school

A school owned by trustees and mostly maintained by the local authority. The school governing body controls admissions and religious education.

Common application form

The form which all parents must complete when applying for school places.

Collaboration

Providers on the Island work together to enhance education provision for 14 to 19 year old students

Community school

A school which the Isle of Wight Council owns, funds and maintains.

Co-coordinated admission scheme

Ensures that a letter or email (for online applications) is dispatched on 16 April 2014 to every child living on the Isle of Wight, who is due to commence school, with the offer of a place. The scheme gives clear communications on school admissions between the local authority, the foundation schools and the aided schools.

Distance

Distance for the allocation of school places will be measured in a straight line by the local authority's geographical information system (GIS) from the centre of the building of the home address to the centre of the school building with those living closer to the school receiving the higher priority. If distances are equal (for example with a block of flats) lots will be drawn by an independent person to determine the allocation.

Fair Access Protocol

This protocol prioritises admissions for certain categories of school age children. This protocol relates to admission applications throughout the year.

Foundation school

A school which has foundation status and the governing body controls admissions.

Independent school

A school which the Isle of Wight Council does not fund or maintain – a privately-owned school.

Online admissions

Parents can apply for a place for September 2014 via the local authority's website www.iwight.com/schooladmissions

Parents

A parent is any person who has parental responsibility for a child as set out in the Children Act 1989. Where responsibility for a child is 'shared', the person receiving child benefit is deemed to be the parent responsible for completing the application form, and whose address will be used for admissions purposes.

Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent or carer's partner, and in every case, the child should be living in the same family unit at the same address.

Supplementary Information Form (SIF)

The form which parents complete when applying for a school place at an aided school. Please ensure this is returned to the appropriate school by the closing date to ensure your application for a school place is on time.

We, us, our

The Isle of Wight Council as the local authority.



Isle of Wight schools

The Island has fifty-one schools which compose of community, controlled, voluntary aided, foundation trust, academy, free and studio schools.

There are:

- forty one primary schools;
- six secondary schools all of which are mixed-sex all-ability day schools;
- two mixed-sex special day schools;
- one secondary studio school
- one secondary free school

Schools are grouped in local clusters which enable them to work closely together for the benefit of all children.

Primary schools (for pupils aged 4 to 11)

There are forty one primary schools which are composed of community, voluntary aided, foundation trust and academies. Most primary schools have a pre school on site or located nearby.

Secondary schools (for pupils aged 11 to 19)

Of the eight secondary schools:

- two are foundation schools;
- three are academies;
- one, Christ the King College, is a Church of England and Catholic aided school;
- one studio school;
- one free school.

The majority have sixth forms for pupils who want to stay on after 16.

The eight secondary schools, St George's School, the Isle of Wight College and other training providers work together to provide appropriate courses for all Island students aged 16 and over. Further information is available directly from any secondary school, the college and St George's School.

Special schools

We have two special schools both of which are in Newport:

- Medina House for children aged up to 11 (Reception to Year 6) with severe and complex learning difficulties.
- St George's for children aged 11 upwards (Years 7 to 13) with severe and complex learning difficulties.

School term dates 2014 to 2015

The school year lasts 195 days, but five of these days are used for staff training so pupils go to school for 190 days. Your child's school will let you know when the five development days are due to take place.

Autumn term 2014

Schools open 2 September to 18 December 2014
Half term 27 October to 31 October 2014

Spring term 2015

Schools open 5 January to 27 March 2015
Half term 16 February to 20 February 2015

Summer term 2015

Schools open 13 April to 20 July 2015
Half term 25 May to 29 May 2015



Which primary school should I send my child to?

Deciding which primary school you would like your child to go to is sometimes difficult. You will probably have an idea of some of the things about a school which are important to you and your child and you may have talked with parents who already have children there. However, any decision as important as deciding your child's school should always be based on your own judgement. We strongly recommend that you attend school open days (dates are available from schools).

All primary schools will give you a prospectus which contains information about:

- the school's aims;
- the subject areas taught at the school;
- results of the national curriculum assessment of pupils aged seven;
- attendance figures;
- out of school activities;
- the school's policies on issues such as behaviour and discipline, special educational needs and equal opportunities.

Below we have listed some things you may want to consider when deciding which school you would like your child to go to:

- Does the school have a welcoming atmosphere?
- Does the school emphasise the importance of working with parents?
- Do staff have high expectations of the children and is there an emphasis on each child's achievements?
- Does the school actively plan to include all its pupils and their parents in the life of the school, and provide good support to meet special needs?
- Is a wide range of out-of-school activities available for pupils of all ages and abilities?
- Is the school well led by the head teacher and governors?
- Is there a plan showing how the school hopes to develop over the next few years?
- Is children's work displayed with care?
- Are governors fully involved in the life of the school and do parents have easy access to them?

This is not a full list and you will be able to judge a great deal from the atmosphere of the school during your visit.

Remember, all children and all schools are different. You will probably find it helpful to visit a number of schools before deciding which one is best for you and your child, however, places are limited in all schools and it is not always possible for us to agree to a place for your child at your preferred school.

A list of Island primary schools can be found on pages 12 to 16.

School inspections

The Office for Standards in Education (Ofsted) inspects schools. You can get a copy of a school's last inspection report from the head teacher. Ofsted's website at www.ofsted.gov.uk also includes copies of all school inspection reports.

Performance tables

The Department for Education (DfE) publishes performance tables. You can see copies of these on the DfE website at www.education.gov.uk or you can get them from the Isle of Wight Council, County Hall (telephone 01983 821000).

Year groups and key stages for school children

School	Age	Year group	Key Stage
Primary	4+	Reception	Foundation Stage
	5+	1	Key Stage 1
	6+	2	Key Stage 1
	7+	3	Key Stage 2
	8+	4	Key Stage 2
	9+	5	Key Stage 2
	10+	6	Key Stage 2
Secondary	11+	7	Key Stage 3
	12+	8	Key Stage 3
	13+	9	Key Stage 3
	14+	10	Key Stage 4
	15+	11	Key Stage 4
Sixth Form	16+	12	
	17+	13	



Timetable for September 2014 admissions

September 2013 to January 2014

Fill in the common application form enclosed with this booklet stating, in priority order, your preferred schools (this should include any church-aided primary schools) or alternatively apply for a school place online via the local authority's website www.iwight.com/schooladmissions. If you are applying for a place at a church-aided primary school you should contact the school direct to request a

supplementary information form and prospectus. Make sure that the application form or on-line application is received by the school admissions office at County Hall, Newport by 4.30pm on 15 January 2014. The aided school form must also be received by the school by 4.30pm on 15 January 2014.

4.30pm on 15 January 2014

This is the latest time by which the school admissions office at County Hall, Newport, needs to receive your application form or on-line application.

It is also the latest time by which the aided school needs to receive your supplementary information form.

Is a place available at one of your preferred schools?

Yes

No

16 April 2014

(National offer day)

The date we will post a letter and if you applied online, you will also receive an email, confirming that we have reserved a place for your child. This is also the date letters will be posted to all applicants.

16 April 2014

The date we will post a letter and if you applied online, you will also receive an email, stating that your application has been unsuccessful. We will also tell you the name of the school where a place has been reserved.

You will be able to:

- appeal against our decision – your child's name will be put on a waiting list for your preferred school(s) and/or request to be placed on the waiting list for the foundation schools;
- ask for a place at a different school altogether.

Summer term 2014

Schools contact parents about induction days.

May to July 2014

Appeal hearings take place.

September 2014

Autumn term starts



How many pupils can a school give places to?

Each school has an admissions number. This is the maximum number of places available for the new intake each year. The admissions number stays with the year group as it progresses through the school, even if the figure is increased or lowered for intakes in future years.

Admissions numbers for primary schools are shown on pages 13 to 16. The admissions number is the most important factor when the local authority, church-aided, foundation, or academy schools consider applications for places. However, if there are more applications than places available, the local authority (or church-aided school) will use oversubscription criteria to work out which children will receive places. The parents of any child who is refused a place can appeal. Also, their child's name will be placed on a waiting list in a community or controlled school and they can request to be placed on the waiting list of an aided school. In addition, we will always offer them a place at another school. Oversubscription criteria for community and controlled schools can be found on page 26. Admissions policies for church-aided, foundation and academy primary schools are on page 31.

The following primary schools were oversubscribed during the 2013/14 admissions process:

- St Marys Catholic Primary School
- Binstead Primary School
- Dover Park Primary School
- Shalfleet Primary School

School places were allocated to pupils whose parents applied by the closing date of 15 January 2013 and who had the highest priority within the published oversubscription criteria in the first instance. Any remaining places were filled by applicants whose forms were received between the closing date and the offer date of 16 April 2013. This ensured that as many children as possible were allocated places at their preferred schools.

Information on the number of applications received for Island primary schools last year can be found on pages 17 and 18.

Can I choose the school I want my child to attend?

Under the law, you cannot choose a school. Instead, you can state a preference to tell us the schools (**you can select three**) you would most like your child to go to.

Equal preference scheme

For admissions in September 2014 local authorities have to operate an equal preference scheme.

This means that parents will be asked to state **three preferences in priority order**, for the schools they most want their child to attend, and will be able to give reasons for their preferences. The criteria on page 26 for community

and controlled schools, pages 31 to 50 for the aided schools, page 52 for the academies and page 51 for Queensgate Foundation Primary will then be applied to each relevant preference. If more than one school place can potentially be offered, the single offer of a place is for the school the parents ranked the highest.



What is stating a preference?

With this booklet you will have received an application form on which you can write the names of three schools you would prefer your child to go to. This is called 'stating a preference'. Your preferences must be listed in priority order, eg, you should put the school you would most like your child to attend as your first preference.

Up until the 15 January 2014, you have the preferred option of applying for a school place online. You can access the application form via the local authority's website at www.iwight.com/schooladmissions

Last year, on the Island, around 97 per cent of parents obtained a place for their child at their first preferred school.

We do not wish to discourage parents from applying for a place at the school that they most want their child to attend. However, we feel that parents must be aware of the possible consequences should it not be possible for us or a church-aided primary school to meet their preference.

If you wish to change any of your preferred schools you can do so but, if you tell us after the closing date of 15 January 2014 this could affect your chances of obtaining a place at the school you most want your child to attend, see page 26 for further details.

Before you state a preference we recommend that you read our home to school transport policy – see page 19.

Online admissions

Parents of children who can start primary school in September 2014 can apply online for a school place at www.iwight.com/schooladmissions up until 4.30pm on 15 January 2014.

Parents will;

- be given links to school websites;
- be able to use the online system 24 hours a day, seven days a week;
- receive confirmation by email that the application has been received;

- be able to change their preferences up to the closing date of 4:30pm on 15 January 2014;
- receive the result of the application by email on 16 April 2014.

Please note: If you tick the box to opt out of receiving information from the Isle of Wight Council you will not receive an email on 16 April 2014.

If you apply for a school place online do not return the application form enclosed with this information booklet.

Data protection

The information you supply on the application form enclosed with this booklet or the online application will be held on computer or other filing system and may be checked against other information held by the Isle of Wight Council or any other related agency. Your child's information is covered by the Data Protection Act 1998 which gives you the right to see it if you want to. This includes the school

your child has been allocated on National Offer Day. To request this information please write to School Admissions and Transport, Isle of Wight Council, County Hall, Newport, Isle of Wight PO30 1UD, enclosing a copy of the evidence to prove your parental responsibility for the child you are requesting the information for.

The Equality Act 2010

The Equality Act 2010 replaced most of the Disability Discrimination Act (DDA). However, the Disability Equality Duty in the DDA continues to apply.

Admissions authorities such as the Isle of Wight Council and aided schools are under a duty not to discriminate against any pupils in their access to education.

Admission authorities must not discriminate:

- in the arrangements they make when considering any pupil's admission to a school;
- in the terms on which they offer to admit a disabled child to a school;

- by deliberately omitting to accept an application for admission.

All schools have a duty of care under the Equality Act 2010 as well as the Disability Equality Duty 2006 to ensure that all aspects of admissions to schools, and the educational services they provide are inclusive and accessible at all times.

Further guidance on this is given in the Equality Act Code of Practice (www.equalityhumanrights.com).

Equality standards for local government

The Isle of Wight Council has signed up to the equality standards for local government which highlights our commitment to ensuring that all services are both inclusive

and accessible. The equality standards for local government is supported by the law.

The Race Relations Act

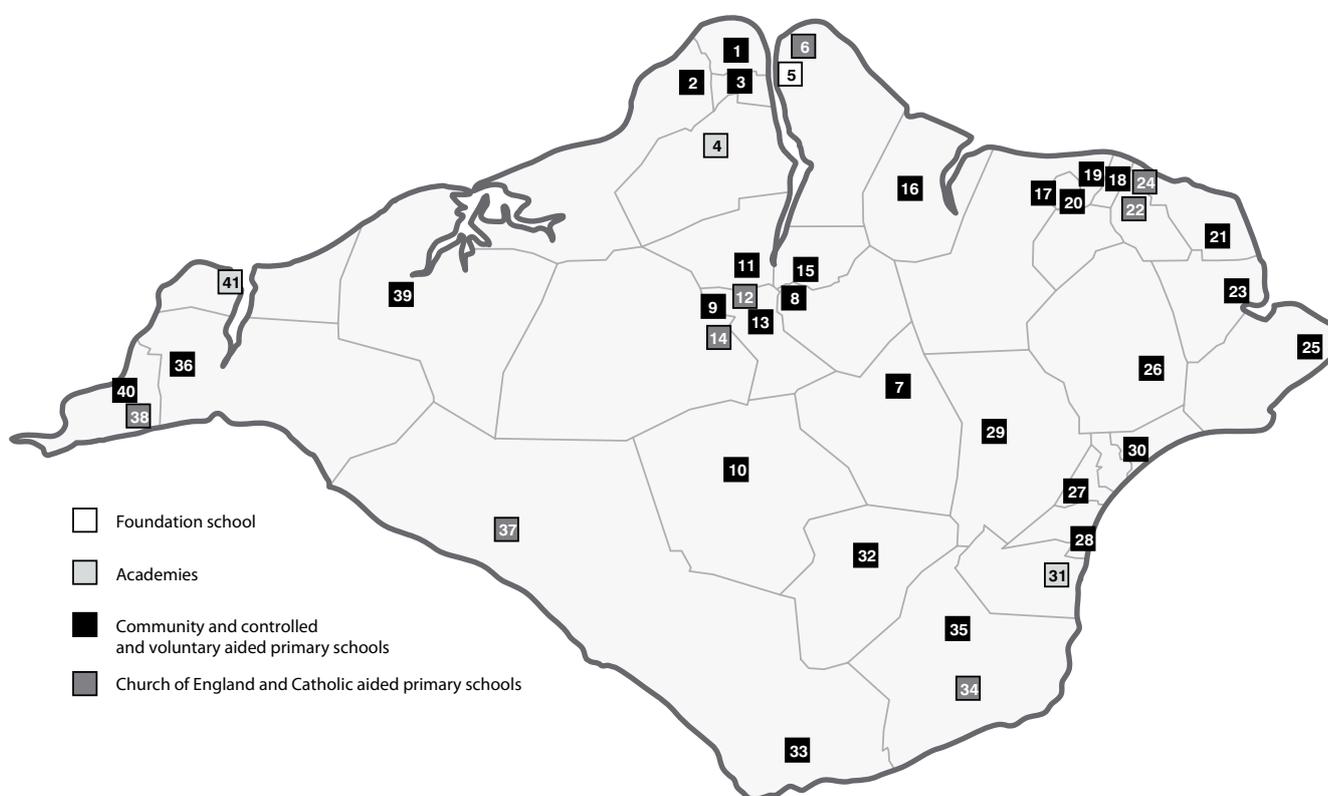
The Race Relations Act 1976 (as amended by the Race Relations (amendment) Act 2000), makes it unlawful for admissions authorities to discriminate against applicants on the basis of race, colour, nationality or national or ethnic origin. Our race equality policy can be found on our website at www.iwight.com

When choosing a school you may wish to consider the impact your child's travel will have on the environment.

Details of school travel plans can be found at www.iwight.com/living_here/planning/Planning_Policy/Local_Transport_Plan/Sustainable_Travel_to_School/default.asp

Please note that these pages are in the process of being updated to take account of the schools reorganisation.

Location of primary schools



Cowes area

- 1 Cowes Primary
- 2 Gurnard Primary
- 3 Lanesend Primary
- 4 Northwood Primary

East Cowes area

- 5 Queensgate Foundation Primary
- 6 Holy Cross Catholic Aided Primary

Newport area

- 7 Arreton St George's CE Primary
- 8 Barton Primary & Early Years Centre
- 9 Carisbrooke CE Primary
- 10 Chillerton and Rookley Primary
- 11 Hunnyhill Primary
- 12 Newport CE Aided Primary
- 13 Nine Acres Primary
- 14 St Thomas of Canterbury Catholic Aided Primary
- 15 Summerfields Primary
- 16 Wootton Primary

Ryde area

- 17 Binstead Primary
- 18 Dover Park Primary
- 19 Greenmount Primary
- 20 Haylands Primary
- 21 Nettlestone Primary
- 22 Oakfield CE Aided Primary
- 23 St Helens Primary
- 24 St Mary's Catholic Aided Primary

Sandown and Shanklin area

- 25 Bembridge CE Primary
- 26 Brading CE Primary
- 27 Broadlea Primary
- 28 Gatten and Lake Primary
- 29 Newchurch Primary
- 30 The Bay CE Primary
- 31 St Blasius Shanklin CE Academy

Ventnor area

- 32 Godshill Primary
- 33 Niton Primary
- 34 St Francis CE/RC Aided Primary
- 35 Wroxall Primary

West Wight area

- 36 All Saints CE Primary
- 37 Brighstone CE Aided Primary
- 38 St Saviour's Catholic Aided Primary
- 39 Shalfleet CE Primary
- 40 Weston Academy
- 41 Yarmouth CE Aided Primary

Island primary schools

Cowes area

- 1 Cowes Primary**
Edinburgh Close, Cowes,
PO31 8HF
Phone: 01983 293261
Email: admin@cowespri.iow.sch.uk
Website: www.cowesprimary.co.uk
Number of children in school in
January 2013: 344
Admissions number for
September 2014: 60
- 2 Gurnard Primary**
Baring Road, Cowes, PO31 8DS
Phone: 01983 295713
Email: office@gurnardpri.iow.sch.uk
Website:
www.gurnardprimarieschool.co.uk
Number of children in school in
January 2013: 280
Admissions number for
September 2014: 60
- 3 Lanesend Primary**
Love Lane, Cowes, PO31 7ES
Phone: 01983 293233
Email: admin@lanesendpri.iow.sch.uk
Website: www.lanesendprimary.iok.org
Number of children in school in
January 2013: 238
Admissions number for
September 2014: 60
- 4 Northwood Primary
(academy – see page 52)**
Wyatts Lane, Northwood, Cowes,
PO31 8PU
Phone: 01983 293392
Email:
admin.northwoodpri@lineone.net
Website: www.northwoodpri.co.uk
Number of children in school in
January 2013: 214
Admissions number for
September 2014: 30

East Cowes area

- 5 Queensgate Foundation
Primary (foundation
school - see page 51)**
Beatrice Avenue, East Cowes,
PO32 6PA
Phone: 01983 292872
Email:
admin@queensgatepri.iow.sch.uk
Website:
www.queensgateprimary.co.uk
Number of children in school in
January 2013: 380
Admissions number for
September 2014: 60
- 6 Holy Cross Catholic Primary
(aided school – see page 32)**
Millfield Avenue, East Cowes,
PO32 6AS
Phone: 01983 292885
Email:
admin@holycrossrcpri.iow.sch.uk
Website:
www.holycrosscathprimary.iok.org
Number of children in school in
January 2013: 193
Admissions number for
September 2014: 30

Newport area

- 7 Arreton St George's CE
Primary (controlled)**
*In Federation with Oakfield CE
Primary (aided)*
School Lane, Arreton, Newport,
PO30 3AD
Phone: 01983 528429
Email: admin@arretoncepri.iow.sch.uk
Website: www.arretoncepri.iow.sch.uk
Number of children in school in
January 2013: 159
Admissions number for
September 2014: 30
- 8 Barton Primary and
Early Years Centre**
Green Street, Newport, PO30 2AN
Phone: 01983 522469
Email: bartonprimary@tiscali.co.uk
Website: www.bartonprimary.co.uk
Number of children in school in
January 2013: 201
Admissions number for
September 2014: 30
- 9 Carisbrooke CE Primary
(controlled)**
Wellington Road, Carisbrooke,
Newport, PO30 5QT
Phone: 01983 522348
Email: carisbrookecep@lineone.net
Website:
www.carisbrookecepri.iow.sch.uk
Number of children in school in
January 2013: 311
Admissions number for
September 2014: 60
- 10 Chillerton and Rookley Primary**
Main Road, Chillerton, Newport,
PO30 3EP
Phone: 01983 721207
Email: admin.chillerton@lineone.net
Website: www.stenburyschools.co.uk
Number of children in school in
January 2013: 63
Admissions number for
September 2014: 13

Newport area (cont)

11 Hunnyhill Primary

Forest Road, Newport ,PO30 5SH
Phone: 01983 522506
Email: office@hunnyhillschool.co.uk
Website: www.hunnyhillschool.co.uk
Number of children in school in
January 2013: 201
Admissions number for
September 2014: 60

12 Newport CE Primary (aided school – see page 38)

Hazel Close, Newport, PO30 5GD
Phone: 01983 522826
Email:
admin@newportcepri.iow.sch.uk
or: newport@lineone.net
Number of children in school in
January 2013: 376
Admissions number for
September 2014: 60

13 Nine Acres Primary

South View, Newport, PO30 1QP
Phone: 01983 522984
Email:
office@nineacrespri.iow.sch.uk
Website: www.nineacrespri.iow.sch.uk
Number of children in school in
January 2013: 422
Admissions number for
September 2014: 60

14 St Thomas of Canterbury Catholic Primary

In federation with St Mary's Catholic Primary (aided schools – see page 32)
High Street, Carisbrooke, Newport,
PO30 1NR
Phone: 01983 522747
Email: stocprimary@tiscali.co.uk
Website:
www.stthomasofcantrcpri.iow.sch.uk
Number of children in school in
January 2013: 168
Admissions number for
September 2014: 30

15 Summerfields Primary

Atkinson Drive, Newport, PO30 2LJ
Phone: 01983 525085
Email: summerfieldsiow@gmail.com
Website:
www.summerfieldsprimary.co.uk
Number of children in school in
January 2013: 169
Admissions number for
September 2014: 30

16 Wootton Primary

Church Road, Wootton, Ryde,
PO33 4PT
Phone: 01983 882505
Email: admin@woottonpri.iow.sch.uk
Website:
www.school-portal.co.uk/
GroupHomepage.asp?
GroupID=1094444
Number of children in school in
January 2013: 195
Admissions number for
September 2014: 30

Ryde area

17 Binstead Primary

Hazlemere Avenue, Binstead,
Ryde, PO33 3SA
Phone: 01983 562341
Email: binsteadpri@lineone.net
Website: www.binsteadpri.iow.sch.uk
Number of children in school in
January 2013: 255
Admissions number for
September 2014: 30

18 Dover Park Primary

Dover Street, Ryde, PO33 2BN
Phone: 01983 562617
Email: office@doverparkpri.iow.sch.uk
Website: www.doverpark.co.uk
Number of children in school in
January 2013: 267
Admissions number for
September 2014: 30

19 Greenmount Primary

St. Vincents Road, Ryde, PO33 3PT
Phone: 01983 562165
Email: admin@greenmount.iow.sch.uk
Website:
www.greenmount.iow.sch.uk
Number of children in school in
January 2013: 282
Admissions number for
September 2014: 60

20 Haylands Primary

Bettesworth Road, Ryde, Isle of
Wight, PO33 3HA
Phone: 01983 563372
Email: admin@haylands.iow.sch.uk
Website: www.haylands.iow.sch.uk
Number of children in school in
January 2013: 409
Admissions number for
September 2014: 60

Ryde area (cont)

21 Nettlestone Primary

Nettlestone Green, Seaview,
PO34 5DY
Phone: 01983 613171
Email: Nettlestone@admin.
nettlestonepri.iow.sch.uk
Website:
www.nettlestonepri.iow.sch.uk
Number of children in school in
January 2013: 190
Admissions number for
September 2014: 30

22 Oakfield CE Primary (aided school – see page 42)

*In federation with Arreton St
George's CE Primary*
Appley Road, Ryde, PO33 1NE
Phone: 01983 563732
Email: office@oakfieldcepri.iow.sch.uk
Website:
www.oakfieldcepri.iow.sch.uk
Number of children in school in
January 2013: 222
Admissions number for
September 2014: 60

23 St Helens Primary

*In federation with Brading CE
Primary (controlled)*
Broomlands Close, St Helens, Ryde,
PO33 1XH
Phone: 01983 872442
Email: admin.sthelenspri@tiscali.co.uk
Website:
www.sthelensprimarieschool.co.uk
Number of children in school in
January 2013: 76
Admissions number for
September 2014: 22

24 St Mary's Catholic Primary

*In federation with St Thomas of
Canterbury Catholic Aided Primary
(see aided school – see page 32)*
Amphill Road, Ryde, PO33 1LJ
Phone: 01983 562000
Email: admin.stmarys@lineone.net
Website: www.stmaryspri.co.uk
Number of children in school in
January 2013: 209
Admissions number for
September 2014: 30

Sandown and Shanklin area

25 Bembridge CE Primary (controlled)

Walls Road, Bembridge, PO35 5RH
Phone: 01983 872668
Email: bembridge.cep@tiscali.co.uk
Website:
www.bembridgeceprimary.co.uk
Number of children in school in
January 2013: 194
Admissions number for
September 2014: 30

26 Brading CE Primary (controlled)

In federation with St Helens Primary
West Street, Brading, PO36 ODS
Phone: 01983 407217
Email: admin@bradingcepri.iow.sch.uk
Website:
www.bradingcepri.iow.sch.uk
Number of children in school in
January 2013: 81
Admissions number for
September 2014: 25

27 Broadlea Primary

Newport Road, Lake, Sandown,
PO36 9PE
Phone: 01983 402403
Email: admin@broadleapri.iow.sch.uk
Website: www.broadleapri.iow.sch.uk
Number of children in school in
January 2013: 387
Admissions number for
September 2014: 60

28 Gatten and Lake Primary

Relocated September 2013 to
a new build at Oaklyn Gardens,
Shanklin, PO37 7DG
Phone: 01983 869910
Email: admin@gattenlakepri.iow.sch.uk
Website:
www.school-portal.co.uk/
GroupHomepage.asp?
GroupID=1107908
Number of children in school in
January 2013: 151
Admissions number for
September 2014: 30

29 Newchurch Primary

School Lane, Newchurch,
PO36 ONL
Phone: 01983 865210
Email:
admin.newchurchp@lineone.net
Website:
www.newchurchprimarieschool.co.uk
Number of children in school in
January 2013: 208
Admissions number for
September 2014: 30

30 The Bay CE Primary (controlled)

Grove Road, Sandown, PO36 9BQ
Due to relocate October 2013 to
a new build sited at Winchester
Park Road, Sandown, Isle of Wight,
PO36 9BQ
Phone: 01983 403284
Email: admin@baycep.iow.sch.uk
Website: www.baycep.iow.sch.uk
Number of children in school in
January 2013: 415
Admissions number for
September 2014: 60

31 St Blasius Shanklin CE Academy (academy – see page 55)

*(formerly Shanklin CE Primary
School)*
Albert Road, Shanklin, PO37 7LY
Phone: 01983 862444
Number of children in school in
January 2013: 199
Admissions number for
September 2014: 30

Ventnor area

32 Godshill Primary

School Road, Godshill, PO38 3HJ
Phone: 01983 840246
Email: godshillpri@lineone.net
Website: www.stenburyschools.co.uk
Number of children in school in
January 2013: 119
Admissions number for
September 2014: 27

33 Niton Primary

School Lane, Niton, PO38 2BP
Phone: 01983 730209
Email:
admin.nitonprimary@tiscali.co.uk
Website:
www.nitonprimaryschool.
wordpress.com
Number of children in school in
January 2013: 155
Admissions number for
September 2014: 30

34 St Francis Catholic and Church of England Aided Primary – see page 49

Newport Road, Ventnor, PO38 1BQ
Phone: 01983 857449
Email: office@stfrancisventnor.org
Website: www.stfrancisventnor.co.uk
Number of children in school in
January 2013: 307
Admissions number for
September 2014: 60

35 Wroxall Primary

Castle Road, Wroxall, PO38 3EN
Phone: 01983 852290
Email: admin.wroxallp@lineone.net
Website: www.stenburyschools.co.uk
Number of children in school in
January 2013: 108
Admissions number for the new
school September 2014:

West Wight area

36 All Saints CE Primary (controlled)

School Green Road, Freshwater,
PO40 9AX
Phone: 01983 753267
Email: admin@allsaintscepri.iow.sch.uk
Website:
www.allsaintsprimaryfreshwater.co.uk
Number of children in school in
January 2013: 159
Admissions number for
September 2014: 30

37 Brighstone CE Primary (aided school – see page 34)

New Road, Brighstone, PO30 4BB
Phone: 01983 740285
Email: brighstonepri@lineone.net
Website:
www.brighstoneprimary.org.uk
Number of children in school in
January 2013: 166
Admissions number for
September 2014: 30

38 St Saviour's Catholic Primary (aided school – see page 32)

Summers Lane, Totland, PO39 0HQ
Phone: 01983 752175
Email:
admin@stsavioursrcpri.iow.sch.uk
Website: www.stsaviourspri.co.uk
Number of children in school in
January 2013: 111
Admissions number for
September 2014: 30

39 Shalfleet CE Primary (controlled)

*In federation with Yarmouth CE
Primary*
Station Road, Ningwood,
Newport, PO30 4NN
Phone: 01983 760269
E-mail:
admin@shalfleetcepri.iow.sch.uk
Website:
www.shalfleetcepri.iow.sch.uk
Number of children in school in
January 2013: 136
Admissions number for
September 2014: 24

40 Weston Academy (academy – see page 55)

Weston Road, Totland, PO39 0HA
Phone: 01983 752126
E-mail:
admin@westonprimaryacademy.org
Website:
www.westonprimaryacademy.org
Number of children in school in
January 2013: 85
Admissions number for
September 2014: 30

41 Yarmouth CE Primary (aided school – see page 45)

In federation with Shalfleet CE
Primary (controlled)
Mill Road, Yarmouth, PO41 0RA
Phone: 01983 760345
E-mail:
admin.yarmouthcep@lineone.net
Website:
www.yarmouthceprimary.co.uk
Number of children in school in
January 2013: 65
Admissions number for
September 2014: 20

For further information on Island
primary schools admissions please
visit our website at:
www.iwight.com/schooladmissions

Admission to primary school - September 2013

(number of complete and valid applications received by the deadline date of 15 January 2013 and allocated 16 April 2013)

Community, controlled and academy schools

School	Stated, looked after, medical grounds	Siblings	No siblings and distance	Total children offered places	Admissions number	Children refused places (first preference)
Cowes area						
Cowes Primary	-	17	17	34	60	-
Gurnard Primary	-	21	27	48	60	-
Lanesend Primary	-	12	24	36	60	-
Northwood Primary*	-	13	16	29	30	-
Newport area						
Arreton CE Primary	-	6	15	21	30	-
Barton Primary and Early Years Centre	-	15	10	25	30	-
Carisbrooke CE Primary	-	19	20	39	60	-
Chillerton & Rookley Primary	-	4	8	12	13	-
Hunnyhill Primary	-	14	29	43	60	-
Nine Acres Primary	-	19	25	44	60	-
Summerfields Primary	1	11	14	26	30	-
Wootton Primary	-	14	16	30	30	-
Ryde area						
Binstead Primary	1	18	11	30	30	17
Dover Park Primary	-	7	23	30	30	9
Greenmount Primary	-	21	39	60	60	-
Haylands Primary	-	21	39	60	60	-
Nettlestone Primary	-	11	15	26	30	-
St Helen's Primary	-	6	6	12	22	-
Sandown and Shanklin area						
Bembridge CE Primary	-	8	21	29	30	-
Brading CE Primary	-	3	6	9	25	-
Broadlea Primary	4	25	24	53	60	-
Gatten & Lake Primary	-	5	13	18	30	-
Newchurch Primary	-	11	17	28	30	-
St Balsius Shanklin CE Academy*	-	12	17	29	30	-
The Bay CE Primary	-	21	35	56	60	-
Ventnor area						
Godshill Primary	-	8	9	17	27	-
Niton Primary	2	11	7	20	30	-
Wroxall Primary	-	-	5	5	22	-
West Wight area						
All Saints CE Primary	-	9	7	16	30	-
Shalfleet CE Primary	-	9	15	24	24	2
Weston Academy*	-	1	3	4	30	-
Total	8	372	533	913	1,183	28

*Academy schools

Allocations for aided primary schools as at 16 April 2013

Catholic aided primary schools

School	Cat A	Cat B	Cat C	Cat D	Cat E	Cat F	Cat G	Cat H	Total	PAN	Refusals
Holy Cross RC Primary	-	4	-	-	14	-	1	8	27	30	-
St Mary's RC Primary	-	5	2	-	11	3	-	9	30	30	7
St Saviour's RC Primary	-	3	-	-	3	3	1	6	16	30	-
St Thomas of Canterbury RC Primary	-	6	3	-	2	1	-	11	23	30	-
Total	0	18	5	0	30	7	2	34	96	120	7

Church of England aided primary schools

School	Cat 1	Cat 2	Cat 3	Cat 4	Cat 5	Cat 6	Cat 7	Cat 8	Total	PAN	Refusals
Brighstone CE Primary	-	-	7	5	1	0	3	-	16	30	-
Newport CE Primary	-	-	24	-	6	29	-	-	59	60	-
Oakfield CE Primary	-	-	7	1	-	22	-	-	30	45	-
Yarmouth CE Primary	-	-	5	-	2	0	-	-	7	15	-
Total	0	0	43	6	9	51	3	0	112	150	0

Catholic and Church of England aided primary school

School	Cat A	Cat B	Cat C	Cat D	Cat E	Cat F	Cat G	Cat H	Total	PAN	Refusals
St Francis Catholic and Church of England Primary	-	15	13	-	-	-	-	13	41	60	-
Total	0	15	13	0	0	0	0	13	41	60	0

Foundation primary school

School	Cat 1	Cat 2	Cat 3	Cat 4	Cat 5	Cat 6	Total	PAN	Refusals
Queensgate Foundation Primary	1	1	19	29	50	60	60	60	-
Total	1	1	19	29	50	60	60	60	0

Special education for primary school children

Many children have difficulties with learning at some point in their school life. If you think your child has a learning difficulty, you should first talk to his or her class teacher. This may result in a special programme being set up within school or, in some cases, may lead to your child being referred to one of the specialist support services. Each school has a written policy for meeting special educational needs. This policy must be in line with the Special Educational Needs Code of Practice issued by the Department for Education and should include details of the ways in which special needs are assessed and the resources that will be used to help pupils with learning difficulties.

If the school's own resources and any help given by outside agencies and support services are not enough to meet your child's needs, your child may need to be considered for a statutory assessment. This assessment will always involve you and your child's teacher, as well as one of our educational psychologists. Others with information about the pupil's difficulties (for example, special support teachers, pediatricians or social workers) will also be involved in the process. This process may then result in a statement of special educational needs. This will describe your child's special educational needs and how they will be met. Help can be provided in different ways and may include specific resources, support from a learning support assistant or going to special facilities.

Most children with a statement of special educational needs go to mainstream primary schools in the normal way. It is our policy to support children in those schools as far as possible.

Some primary school children have such complicated needs that they are best met in a special school or a resource unit. These are:

Medina House School

(for children aged two to 11 with severe and complex learning difficulties)

School Lane, Newport, PO30 2HS

Headteacher: Ms Julie Stewart

Phone: 01983 522917

Email: admin@medinahouse.iow.sch.uk

Website: www.medinahouseschool.co.uk

Two additional specialist unites are based at:

Greenmount Primary School

Speech, Language and Communication/Autistic Spectrum Resource Centre

Vincent's Road, Ryde, PO33 3PT

Broadlea Primary School

Speech, Language and Communication/Autistic Spectrum Resource Centre

Newport Road, Lake, PO36 9PE

To be considered for the special school or a full time placement at the resourced centres, a child must already have a statement of special educational needs. Children are offered a place at the special school or centres if it is named on their statement and where their needs cannot be met in their local school.

If your child has a Statement of Speech, Language and Communication Needs or Autistic Spectrum Disorder but is succeeding in mainstream school they can be supported by outreach services from the two new units.

If your child is already attending a primary school and you ask for a place in a special school or resource centre, we will consider this following an annual review of your child's progress and discussions with us.

You can get information from our special educational needs section by telephoning 01983 821000 or by email to SEN@iow.gov.uk

Home to school transport

During the summer term 2013 the local authority carried out its annual review of the Home to Education Transport Policy and carried out a consultation on the proposed amendments. The 2013 policy has not been changed

significantly other than to ensure that the entitlement for primary-aged pupils is in line with the new admissions policies. The policy encompasses all aspects of home to education transport, including:



- primary school pupils (four to 11 year olds);
- secondary school pupils (11 to 16 year olds);
- post-16 students in sixth forms and further education (16 to 19 year olds);
- children (four to 16 year olds) with special educational needs and disabilities;
- transitional arrangements;
- exceptional circumstances.

The 2013 policy was approved through a delegated decision which was taken by the cabinet member for children and young people in July 2013.

The 2013 policy can be viewed using the following link: www.iwight.com/schooladmissions

Alternatively, paper copies of the policies can be obtained from the admissions and transport team at County Hall, Newport.

How do I apply for free transport?

You can get an application form from your child's proposed primary school, the school admissions office, County Hall, Newport or apply online at www.iwight.com/schooladmissions. After you have completed the form you should send it to us at County Hall, Newport. If your child qualifies for free transport, he or she should travel in school uniform on the first morning of term

in September. They will not be charged a fare. A bus pass will then be given to your child at school during the day. You must pay a replacement fee of £10 if your child's bus pass is lost or damaged.

My application for free transport has been refused – can I appeal?

If you have applied for free transport and been refused you can appeal to the transport appeal panel. Further information on how to do this will be provided with your refusal letter.

What if my child needs special transport arrangements?

If your child goes to a school for special educational or medical reasons, we may agree to provide free transport even though you may live fewer than two miles from the school. This applies in particular to Medina House School.

What about safety on buses to school?

The safety of pupils travelling to and from school is very important and we expect all pupils to behave in a responsible way. If your child does misbehave, we could withdraw their bus pass which means that you will have to make, and pay for, their transport arrangements. It is very important, therefore, that you make sure your child behaves responsibly when travelling to and from school.

How will I know how my child is doing at school?

There are a number of ways in which teachers assess your child's potential and progress. The school will regularly tell you how your child is doing. If you have any concerns, you can also contact the school and ask for a meeting. All schools have parents' evenings where you meet your child's teachers. At the end of each year you will receive a report which tells you what your child has achieved and what he/she needs to do to progress further.

If your child is in the reception class at primary school, the report will cover development in the six areas of learning for the foundation stage.

These are:

- personal, social and emotional development;
- communication;

- language and literacy;
- mathematical development;
- knowledge and understanding of the world;
- physical development and creative development;

From year 1 to year 6 (ages five to 11) the report will have comments on English, mathematics, science, information and communications technology (ICT), religious education, citizenship, art, design and technology, geography, history, music and physical education. These are all subjects of the national curriculum.

Many schools will also send you progress statements during the year.

How is my child assessed at school?

To help you and your child know how their learning is progressing, and to help your child's teachers in their planning, your child's work will be regularly assessed.

Primary schools will gather together information about children as they enter into the reception class. The information may come from parents or carers, and from a pre-school or nursery class. The teacher will match this information with observations of each child as they work and play to ensure that activities and learning opportunities are appropriate. At the end of the reception year the teacher is required to draw together the outcomes of these observations in a foundation stage profile, which will refer to the early learning goals for children of this age.

National curriculum assessment for seven year olds (Year 2 primary school)

During year 2 your child will undertake a number of national tasks (SATS) in reading, writing, spelling and mathematics.

These will be assessed by your child's teacher and together with other assessments of their work will contribute to the formal national curriculum assessment level reported to you at the end of year 2. These tasks are based on the work your child will be doing and are not a formal examination-type test. Many schools hold parents' meetings to explain this process and the tasks to parents. If your child is meeting their age expectation at this stage of the national curriculum they should achieve a level 2b or higher.

In addition, all children are assessed towards the end of year 4 to show their level of attainment. Age expectation at this stage is for achievement of a level 3 or higher. On the Island we use national assessment tasks for this year group although they are not compulsory across the country. Many schools hold parents meetings to explain the tests, ie, your child is meeting the standard expected at this stage of the National Curriculum, they should score a level 4 or higher for 11 year olds (year 6).

How do I get help to support my child's 'at home' learning?

The council's family learning team offer workshops and courses in many Island primary schools to help you to understand how your child is being taught in school and how you can best support them with fun learning activities at home. These courses are free and range from two-hour sessions where you work alongside your child in school to longer courses which can lead to qualifications if you need them.

If you want to find out where these courses are happening and for more information about the team please visit www.iwcommunitylearning.ac.uk or call Chris on 01983 817280.

School meals

We encourage all children to have a mid-day meal at school. The vast majority of Island schools offer a choice of menu each day. All meals provided follow nationally agreed nutritional standards.

Free school meals

Your children will be entitled to free school meals if you receive:

- income support;
- 'income based' jobseeker's allowance;
- income related employment and support allowance
- support under part VI of the Immigration and Asylum Act 1999;
- child tax credit (provided you do not receive working tax credit and have an annual income, as assessed by Her Majesty's Revenue and Customs, that does not currently

- exceed £16,190);
- the guarantee element of state pension credit.

You can request an application form from;

- your child's school;
- by phoning us on 01983 823455;
- from our website or apply on line at www.iwight.com/schooladmissions

Free school milk is available if your child is under five.

Paid meals

If your child is not entitled to free school meals you can pay for them to have a school dinner.

All schools provide facilities for children to eat a packed lunch brought from home.

School uniform

Each School has its own uniform policy. This is set out in the School Prospectus which the school you wish your child to

attend will give to you. The Isle of Wight Council does not provide uniform grants.

Education Welfare Service

The Education Welfare Service provides support to children, families and schools in securing the regular attendance of children.

The service gives advice on parenting skills, pupil welfare, (including regulations relating to child employment and performance, eg, theatre productions or modeling), truancy, and child protection.

The Education Welfare Service (EWS), where necessary, acts on behalf of the local authority in enforcing a parent's duty to provide appropriate education. Enforcing school attendance is the main responsibility of EWS.

If you have any problems which are affecting your child's attendance or progress at school, a welfare officer will be pleased to offer you advice and support. For more information, you can contact the Education Welfare Service by telephoning 01983 814370 and asking to speak to an officer.

School governors

A school's governing body is responsible for setting the policies of the school and for the quality of service the school provides. It is made up of representatives from the local community including parents, staff, us and, in church schools, representatives of the church community. If you are

interested in becoming a school governor, please phone the governor support section on 01983 817280 or visit our website by following the link at: www.iwight.com/council/OtherServices/School-Governors/General-Information

Early years free early education and childcare funding

Free early years flexible entitlement (FFE) funding

Please see below and check our FAQs for information about the FFE funding which is provided by the Isle of Wight Council.

The funding offers a free place with childcare provider's allowing all children between the ages of three and four to access good quality early years care and education. All three and four year-olds are currently entitled to 15 hours of free-funded early years education per week. From September 2013, this will be extended to around 20 per cent of two year-olds nationally, with a further increase of around 40 per cent from September 2014.

Funded early education for two year-olds from September 2013

From **September 2013**, local authorities have a statutory duty to extend their nursery education scheme to **eligible two year-olds** living on the Isle of Wight. Two year old funding is not available for all two year old children. **Please note:** Families must meet strict criteria to be eligible. The Department for Education (DfE) stipulates that the funding is for children whose families are on a low income and meet the criteria for free school meals.

Overview of the free early years education initiative

Early years education takes place in pre-schools, day nurseries and with accredited child minders. All children are entitled to receive free education from the term after their 3rd birthday up until compulsory school age. The scheme is a Government funded initiative to support development and learning for young children.

Criteria for a two year-old to be eligible for a funded place in September 2013

From September 2013, the Government is extending the current scheme to offer free early education to 20 per cent of two year-olds from the funding period after their second birthday, to families who meet the Government's criteria for free school meals. For a child to be eligible a parent/carer must have an income below £16,190 and be claiming the one of the following state benefits

- income support;
- income-based job seekers' allowance;
- income-related employment and support allowance;
- support under Part VI of the Immigration and Asylum Act 1999;
- guaranteed element of the state pension credit; or
- child tax credit, provided you have an annual gross income of no more than £16,190, assessed by Her Majesty's Revenue & Customs.

You cannot be in receipt of Working Tax Credit (except during the four-week period immediately after the employment ceases), or after you start to work fewer than 16 hours per week.

How to apply for a funded place

If your child is three or four years of age your chosen childcare provider will claim on your behalf. If your child is two years old and you believe you may be eligible to claim for funding please go to www.iwight.com/Residents/Schools-and-Learning/Early-Years-Service/Early-Years-Funding to download an application form. Completed application forms should be sent to the address printed on the form. Check out our FAQs for further information.

Government policy

As part of the government policy of improving the quality and range of education and childcare from birth to five years, the Department for Education have created the Funded Early Education Choice Framework in May 2013; to download or view a copy of the framework please go to

www.iwight.com/Residents/Schools-and-Learning/Early-Years-Service/Early-Years-Funding. This document explains how a child can take up a funded early education place, and what information is available to parents.

Family Information Zone (FIZ)

FIZ is the local family information service which provides a signposting and information service to families, children and young people. They hold information on all types of childcare, local and national support groups as well as leisure and sports activities.

WightChYPS is the local authority's family service directory (FSD). WightChYPS has been created as a complete directory of services for children and young people across the Isle of Wight. The directory contains information and details of activities, services and events.

Family Information Zone

11 Orchard Street,
Newport,
Isle of Wight
PO30 1JZ
Phone: 01983 821999
Email: familyinfozone@iow.gov.uk
Website: www.wightchyps.org.uk

Charges and refunds for school activities

School governing bodies have policies on charges for their own schools. These are available at each school. In general, the education provided in Island schools is free. However, there may be charges for school visits and extra music

activities. You may also be expected to provide clothing for some activities, particularly PE, art and crafts. You will find more details in a school's policy documents.

Comments and complaints about our services

We want you to be totally satisfied with the service you receive from us. We very much hope that you will be. Whether you are or not, we would like you to tell us. This can help us improve our services for everyone as well as help you.

If you want to make comments about the service you have received you can write to us at School Admissions, Isle of Wight Council, County Hall, Newport, Isle of Wight PO30 1UD or alternatively you can telephone us on 01983 823455.

Complaints about a school

If you have a complaint about your child's school, you should talk to a member of staff or the head teacher in the first instance. All schools have complaints procedures.

Admission information and policies

Admission to Isle of Wight community and controlled schools for children starting school for the first time in September 2014

The Isle of Wight Council is responsible for admissions to the community and controlled primary schools on the Island. This section tells you about admissions arrangements to those schools – their names and addresses can be found on pages 13 to 16.

There are also foundation trust, church-aided and academy primary schools who consider their own applications for admission – see pages 31 to 56 for further details.

Nearest school

If you are not sure which is your nearest school is, please contact school admissions on 01983 823455 to find out.

At what age can my child start primary school?

By law, every child has to receive full-time education from the beginning of the term following his or her fifth birthday. However, your child can start primary school in the September after they have reached the age of four. For September 2014 your child must have been born between 1 September 2009 and 31 August 2010.

Can I delay my child's entry to primary school?

You can delay your child's entry to primary school to the start of the term following his or her fifth birthday. For example, if your child reaches five in February 2015, you can delay entry until the start of the summer term in April 2015 (but no later). However, you must still apply by 4.30pm on 15 January 2014 so we can allocate a school place. It is important that you discuss delayed entry into primary school with the headteacher of your allocated school and the pre-school that your child attends.

If your child is four during the period 1 April to 31 August 2015, but you do not wish them to start school until September 2015, a place will not be allocated at this time.

It is still advisable to apply for a school place in the correct admissions round, as your circumstances may change and you may wish your child to start sooner than September 2015. We recommend that you discuss this situation fully with the headteacher of the school you are hoping your child will attend. Please be aware that although you will have had discussions with the headteacher of a particular school, we can not guarantee a place at that school in reception for September 2015. Please contact school admissions in July if you have decided to delay your child's entry and wish to apply for a school place for September 2015.

What happens if my child does not reach the age of four until after 31 August 2014?

Children whose fourth birthday falls between 1 September 2014 and 31 August 2015 cannot be admitted to primary school until September 2015. However, they will be eligible for funding to attend pre-school for the school year 2014/15.

Is my child guaranteed a place at a primary school if they go to the local pre-school?

No, we cannot guarantee that your child will get a place at a particular primary school if he or she goes to the pre-school on the same site. If we receive too many applications for a particular primary school, we will allocate places using the oversubscription criteria on page 27.

What about class sizes in primary schools?

There are special rules for admission into primary school reception classes and Years 1 and 2 (Years 3 to 6 are not affected). The law says that no class in these three year groups must contain more than 30 pupils. If a primary school has too many applications for the number of places available, we will use the oversubscription criteria (see page 27) to decide which children should be offered places.

How do I apply for a place at a primary school for September 2014?

If your child will be four by 31 August 2014 and you would like them to start school in the school year starting in September 2014 you should;

- apply online at www.iwight.com/schooladmissions
- make sure that your application is received by 4.30pm on 15 January 2014 at the very latest;
- any supporting evidence must also be received by 4.30pm on 15 January 2014 at the very latest.

Please note that we cannot accept responsibility for forms posted, or submitted online, that are not received by the closing date.

If you are applying for a school place online you will be sent a confirmation email that your application has been received.

Can I apply online for a school place for my child after the closing date?

No. Once our closing date of 4.30pm 15 January 2014 has passed all applications, or change of preference, must be notified to the local authority in writing.

What address is used for school admissions purposes?

The address you give on the application form must be the one on the Island where you and your child usually live, eg, in the case of admissions for September 2014 the relevant address will be where you and your child are living on 15 January 2014.

The address of children who have parents with shared responsibility will be the address of the parent who is in receipt of the child benefit.

NB – Any attempt to seek admission to a school on the basis of an address other than the normal family home (even if the other property is owned or rented by you) will be regarded as providing false information and will be treated accordingly (see below)

We cannot offer places based on a possible future address. If you have already submitted your application and you move home, please inform school admissions in writing of your new address. If this change is received by 4:30pm on the 15 January 2014 your application will still be 'on time', if the change is received after 4:30pm on the 15 January 2014 it will be classed as 'late'.

If you are moving to the Island from the mainland, under inter-authority working you will need to apply for a place at an Island school via your current local authority. They will inform us of the application.

For families of service personnel with a confirmed posting to the area, or crown servants returning from overseas to live within the area. The application will be considered if it is accompanied by an official letter, eg, MOD, FCO or GCHQ, that declares you will be posted to live within the area.

How many schools can I state a preference for?

You can state a preference for three primary schools including foundation trust, church aided and academy primary schools – see page 9. It is important to consider naming your closest school as one of your three preferred schools. If you do not do so, you may be offered a place at a school some distance from your home address if your three preferred schools are over subscribed and we cannot offer you a place there. You should also make sure you put the schools you would most like your child to attend in priority order.

Remember that by law we have to consider applications we receive by the closing date first. If you apply late, even a day late, we will not consider your application until after we have considered those we received on time.

What happens if I give false information to get a place at a school?

We thoroughly check all applications. If we discover that you have used false information (such as an incorrect address or date of birth) after we have offered your child a place, we will withdraw that place.

How are places at a school allocated?

Pupils with special educational needs who have a particular school named in their statement must be admitted to the school. For further information please contact the special educational needs section on (01983) 821000 or email: SEN@iow.gov.uk – all children allocated a place will be included in the admissions number of the school.

Further preferences for community and controlled schools will then be considered by the local authority on the basis of the criteria listed below.

Preferences for foundation trust, aided and academy primary schools will be considered by the school's governing body on the basis of the school's admissions criteria. After all your preferences have been considered and if more than one place can potentially be offered the single offer is for the school ranked the highest on your application form.

Where applications for admission exceed the number of places available (both in the normal round of admissions and for in-year admissions) and after the admission of pupils



with statements of special educational needs where the school is named in the statement, the following criteria will be applied, in the order set out below, to determine which children to admit:

- 1 A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order¹. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).
- 2 Pupils with a specific medical condition, confirmed by a consultant paediatrician or similar health professional, which makes a particular school the most appropriate. (Any application for a place at a particular school for medical reasons must be supported by independent evidence supplied at the time of application confirming the reasons why attendance at the school is essential or that this school is most suitable and the difficulties that would be caused if the child had to attend another school).
- 3 Children who at the time of application have an elder sibling who is already at the school and who will still be in attendance at the school in September 2014.
- 4 Children for whom the school is the nearest primary school to their home address at the time of application.
- 5 Controlled schools only – Pupils for whom the school is not the nearest primary school to their home address at the time of application but whose parents ask for a place for religious reasons. (Any application for a place at a particular school for religious reasons must be supported at the time of application by a letter from your church minister, confirming that your family attends church at least once a month and has done so for the last six months or more before you made the application).
- 6 Children for whom the school is not the nearest primary school to their home address at the time of application.

If there are more applicants than remaining places within any of the above criteria the home-to-school distance will be used as a tiebreaker with those living closer being offered places first.

Example: If we can offer places at a school to pupils in

1 - An adoption order is an order under section 46 of the Adoption and Children Act 2002. A residence order is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or special guardians).

the first five criteria, but there are not enough for all those children in criteria 6, we will measure in a straight line using the local authority's geographical information system (GIS) from the centre of the building of the home address to the centre of the school building, with those living closer to the school receiving the higher priority.

In the event of a tie between two or more children when applying home-to-school distance as a tiebreaker and where there are not enough places available to offer all those children a place at the school, a random allocation will be carried out by the local authority. This will be in the form of a 'lucky dip' which will be overseen by an independent person from the corporate governance team. Where twins or children from multiple births are part of a random allocation process they will be considered as one applicant.

Home-to-school distance will be measured in a straight line using the local authority's Geographical Information System (GIS) from the centre of the building of the home address to the centre of the school building.

If the distances are equal (for example with a block of flats), lots will drawn by an independent person to determine the allocation.

What happens if I return the form late?

If you return the form after the closing date, even a day later, and the school is full as a result of applications sent in on time, your child will not get a place there. If this happens you can appeal. Also, your child's name will be placed on a waiting list in a community or controlled school or you can request to be placed on the waiting list of a foundation trust, aided or academy school.

What happens if I want to change my preference after the closing date?

We recognise that some parents may wish to change their preferred school(s) after the closing date due to, for example, moving house. If you wish to do this you should write to the school admissions office at County Hall immediately. You cannot apply on-line for a change of preference after our closing date of 15 January 2014. Please remember, however, that your application will be treated as late and children of parents who have applied for a place at a school by the closing date will have priority for admission over those who change their preference after the closing date. This means that, even though you may have moved closer to another primary school, your child may not get a place there if it is already oversubscribed. If this happens you can appeal. Also, your child's name will be placed on a waiting list in a community or controlled school or you can request to be placed on the waiting list of a foundation trust, aided or academy school.

When will I hear whether I have got the place I wanted?

We will post the letter, from our office, with the result of your application on 16 April 2014 (national offer day for England). If you applied online for a school place for your child the result will also be emailed to you on this date, as long as you did not opt out of receiving information from the Isle of Wight Council.

My application has been refused – can I appeal?

If we cannot offer your child a place at your preferred schools, you can appeal to an appeals panel which is totally independent of us. A 'notice to appeal' form will be enclosed with the letter you receive. If you applied online and have requested a reply by email you will be able to download or complete an appeal form online at www.iwight.com/Residents/Schools-and-Learning/Education-Appeals/Tasks and the booklet which explains how to make an appeal from our website at www.iwight.com/Residents/Schools-and-Learning/Education-Appeals/Appeals-Timetable and click on the 'Appeal Guide for Parents' tab. As well as making your appeal in writing, we recommend that you go to the appeal hearing to present your case. You can bring a friend to support you. The decision of an appeals panel is binding on us.

In exceptional circumstances, a second appeal may take place if you are able to provide new evidence which could not have been introduced at the time of the original appeal hearing.

Can I put my child's name on a waiting list?

Children refused a place (or places) at their preferred community or controlled school will be automatically placed on a waiting list for that school unless you specifically request that this must not happen. Your child will be removed from the list only on obtaining a place at the preferred school or at the end of the school year. If you subsequently accept a place at an alternative school, you will be asked if you wish to remove your child from the waiting list at your preferred school. In July a form will be

sent to you to complete and indicate if you wish your child's name to remain on the waiting list. If you do not return this form by 29 August 2015 your child will be removed from the waiting list.

Where your child is placed on the school's waiting list depends upon the oversubscription criteria (see page 27). We do not give priority on a first-come first-served basis. If you apply late but live very close to the school, your child may go to the top of the waiting list or very near to it. Please remember that your child's position on the waiting list can change, moving up or down as others join the list or are removed from it.

Children who are the subject of a direction by a local authority or who are allocated a place in accordance with the fair access protocol will take precedence over those on a waiting list.

Waiting lists for September 2014 admissions will be established for the first time on 7 May 2015.

What happens if I move house after I have received the offer of a school place?

If you have received a letter offering your child a place at your preferred school, and you then move house, you can keep that school place. Please remember, though, that you may be responsible for travel arrangements (including bus fares) to that school. If you would like to state a preference for a different school, please contact the school admissions team in writing or by emailing school.admissions@iow.gov.uk

Fair access protocol

The Isle of Wight Council has a 'fair access protocol' which gives priority to admissions for certain categories of school age children. This protocol relates to admissions throughout the year. The protocol will take priority above the school's admission policy for those on a school's waiting list and the local authority may require schools to admit above their published admissions number. The policy can be found at www.iwight.com/schooladmissions

Admission to community and controlled primary schools at other times

Can my child change schools?

You can ask for your child to change schools at any stage during their education. This may be because you are moving house, you wish to seek different provision for your child or, because of your child's relationship with their school, you feel that a 'fresh start' could help their education. We believe that, before you make a final decision concerning any move, you should consider the implications and effects it might have on your child's education and/or progress.

You may also wish to enquire about the availability of places from the admissions team before making a final decision and returning your application form. Some schools may be full, and although they may be your preferred choice the local authority may only be able to offer a place on a waiting list.

How do I apply?

You can obtain an application form from School Admissions at County Hall, Newport. Alternatively, you can download an application form or apply online using the website www.iwight.com/schooladmissions. However, you should always check with the school admissions team for availability in your preferred school as this data changes regularly.

It is very important that applications are completed correctly and returned with any relevant evidence, such as medical.

What happens if I am moving with my family to the Island from the mainland?

If you are moving to the Island from the mainland, under inter-authority working you will need to apply for a place at an Island school via your current local authority. They will inform us of the application.

For families of service personnel with a confirmed posting to the area, or crown servants returning from overseas to live within the area. The application will be considered if it is accompanied by an official letter, eg, MOD, FCO or GCHQ, that declares you will be posted to live within the area.

Important note: If your child has been attending an Island school and you move to the mainland their name will be removed from the roll of that school. Should you subsequently return to the Island and wish your child to be readmitted to the same school this will only happen if there are vacancies. If the school is full your child will be offered admission to the nearest school to your home address where places are available.

Will my child obtain a place at my preferred school?

If a vacancy exists within the admissions number of the particular year group at your preferred school, your child will receive a place there. However, we will only confirm a school place a maximum of four weeks, excluding school holidays, in advance of your child starting at a school. Should the year group at the school be full you will receive a letter confirming this and advising you that you can:

- appeal against the decision to an independent panel; and, at the same time:
- your child's name will be put on the waiting list even if you are not resident on the Island but as soon as you have an Island address please update us as this will alter your place on the waiting list. The waiting list will operate until your child gains a place or until the end of the school year.

Further information about the appeals process and how waiting lists operate can be found on page 29.

Admission to church-aided primary schools

Church-aided schools decide their own admissions arrangements. They have admissions numbers in the same way as community and controlled schools.

Where are the aided primary schools on the island?

There are four Church of England aided primary schools on the Island. They are:

- Brighstone CE Primary;
- Newport CE Primary;
- Oakfield CE Primary (Ryde);
- Yarmouth CE Primary.

There are four Catholic aided primary schools on the Island. They are:

- Holy Cross Catholic Primary (East Cowes);
 - St Mary's Catholic Primary (Ryde);*
 - St Thomas' Catholic Primary (Newport);*
 - St Saviour's Catholic Primary (Totland);
- *St Mary's Catholic and St Thomas' Catholic Primary Schools work in federation with each other.

In addition there is one Church of England and Catholic aided school:

- St Francis CE and Catholic Primary (Ventnor).

You can find further information including the addresses of the nine aided primary schools on pages 13 to 16.

The number of applications for admission in September 2013 that were received by aided primary schools is shown on page 18.

How do I apply for a place for September 2014?

If your child will be four by 31 August 2014 you can apply for a place at an aided primary school by:

- **ensuring that the online form (and any relevant supporting evidence, eg, medical) is received by the admissions office at County Hall, Newport (not the school or pre-school) by 4.30pm on 15 January 2014;**
- **contacting the aided school(s) you would like your child to attend to request their supplementary information form (SIF). The SIF must be returned direct to the school with any supporting evidence, eg, baptismal certificate.**

You can apply online for a place for your child at an aided primary school by accessing the Isle of Wight Council's

website at www.iwight.com/schooladmissions and completing the application form. It must be received at the school admissions office by 4.30pm on 15 January 2014. You will also have to contact the aided school(s) you would like your child to attend to request their supplementary information form. This form must be returned direct to the aided school by 4.30pm on 15 January 2014 with any supporting evidence that is requested or that you feel is relevant.,

Any parent can apply for his/her child to go to an aided primary school. It is for the governors of the aided primary school to consider your child for a place.

After the closing date of 15 January 2014 the local authority will inform the governors of the school that you wish your child to attend that you have made an application. They will then consider your application in line with their admissions policy and the information you provide on the supplementary information form (SIF). Common admissions policies for the Catholic and Church of England Aided primary schools on the Island can be found on pages 31 to 51.

It is important that you complete both the common application form (send this to the Isle of Wight Council) and the aided schools supplementary information form (send this direct to the school(s) you are applying for a place at).

Remember, you can state three preferences on the common application form. You can apply for a place at one or more aided school as well as a community or controlled foundation trust, or an academy school. However, you must state your preferences in priority order, ie, put the school that you would most like your child to attend as your first preference.

The local authority will post a letter to you on 16 April 2014 notifying you of the result of your application for a place at an aided primary school. If it is refused you can appeal and/or ask for your child's name to be put on the school's waiting list.

If you applied online for a school place the result of your application will also be emailed to you on 16 April 2014, as long as you did not opt out of receiving information from the Isle of Wight Council.

How do I apply for a place at other times?

You can obtain an application form from school admissions at County Hall, Newport. Alternatively, you can download an application form or apply online via the website www.iwight.com/schooladmissions. However you should check direct with the aided school on the availability of school places.

Your completed application form should be returned to the admissions office at County Hall, Newport who will then pass it to the governors of the aided school for consideration. You will then be informed of the decision by the local authority.

Common admissions policy for Isle of Wight Catholic aided primary schools 2014/2015

The admissions numbers for the reception year for Isle of Wight Catholic Aided Primary Schools in September 2014 (the maximum number of children to be admitted) are:

- Holy Cross Catholic Primary 30
- St Mary's Catholic Primary 30
- St Saviour's Catholic Primary 30
- St Thomas of Canterbury Catholic Primary 30

Age of admission

Children can start primary school in the September after they have reached the age of four.

For September 2014, this will apply to children whose fourth birthday falls between 1 September 2013 and 31 August 2014. Parents can delay their child's entry to primary school to the start of the term following his or her fifth birthday but no later than the start of the summer term in April 2015.

Pupils with statements of special educational needs

Children who have received a statement of special educational needs naming a particular Catholic primary school as the placement, will be automatically admitted to the school. Admissions of such children will be included in the total number of pupils admitted to the school.

Over subscription

Should there be more applicants than places available the governors of the school concerned will give priority to children in the following category order, with category A being the highest:

Categories:

- A** Baptised Catholic 'looked after children', including a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. A looked after

child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989)

- B** Baptised Catholic children living within the boundaries of the parishes which the school serves.
- C** Baptised Catholic children living outside the boundaries of the parishes which the school serves.
- D** Looked after children who are not baptised Catholics, including those who have been looked after in the past (See definition in A above).
- E** Baptised, (or dedicated), children of other Christian traditions.
- F** Unbaptised children of baptised Catholic parents, grandparents or guardians
- G** Children from other faith traditions.
- H** Children not falling into any of the above categories.

Over subscription criteria

In the event of there being more applications than places available in any of the above categories the following criteria will be applied for all children falling within the category, in the following priority order:

- 1** Children who will have a sibling in the school at the time of admission into the school and live the shortest distance from the school. If only one place at a school is available within the admission number and there are twins (or more in a multiple birth) in the family who have the next highest priority within the oversubscription criteria, the governing body will offer places to all those in the multiple birth.
- 2** Children with a specific medical condition confirmed by a consultant paediatrician or similar at the time of application which makes attendance at the school essential, and children with special educational needs,

confirmed by an educational psychologist or similar educational professional at the time of application, which makes attendance at this school essential.

Note: Applications for children with identified special educational needs or specific medical condition, should be supported by the appropriate documentation from an educational psychologist, consultant paediatrician or similar professional at the time of application.

- 3 Children who live the shortest distance from the school.

Explanatory notes

- 1 'Children living the shortest distance from the school' is measured in a straight line, from the child's home address to the main gate of the school, as determined by the local authority distance measuring system. The 'home address', used for the term 'living inside' with regard to the area served by the school, means the address where the child usually lives. Where parents have shared residence of a child and the child lives for part of the week with each parent the governing body will take the home address to be the address at which:
 - the child lives most of a school week; or
 - where the child lives at each address for equal parts of a school week, then the address nearest to the school as determined by the local authority distance measuring system.In the case of UK service personnel and Crown servants, an official MOD, FCO or GCHQ letter declaring a relocation date to the relevant parish of the school will establish the equivalent of residence or distance from the school.
- 2 'Sibling' refers to a brother or sister, a half brother or sister, an adopted brother or sister, a step brother or sister, or the child of the parent/carer's partner and in every case the child must be living permanently in the same family unit at the same address.

Evidence required

(This is very important and must be sent with the Supplementary Information Form by the closing date):

Categories A B C and E:

- Parents of baptised Catholic or Christian children will be required to support their application by providing their child's baptism certificate. For children who have been through a service of dedication, supporting documentation must be provided.

Category F:

- Applicants stating baptised Catholic parents, grandparents or guardians, must supply baptism certificate(s) or a letter of confirmation of baptism from the relevant church.

Category G:

- A letter from a leader of faith community confirming membership of faith tradition is required.

Closing date for applications

All parents must also complete the Isle of Wight common application form online and return it to the Admissions Office, County Hall, Newport by the published closing date of 4.30pm on 15 January 2014.

Parents wishing to apply for admission to a Catholic primary school in September 2014 should also complete a supplementary information form. They should contact the school(s) and request a supplementary information form which should be completed and returned to the school with any relevant evidence by 4.30pm on 15 January 2014.

Letters and emails notifying parents of the outcome of their applications will be sent by the LA on 16 April 2014.

Right of appeal

Parents whose children are refused admission to a particular school have the right of appeal. The appeal must be made in writing within 20 school days of receipt of the letter of refusal to admit. Information on the appeal procedure together with an appeal form will be sent with the LA's letter (on behalf of the governors) of refusal to admit. If you applied online the refusal will be emailed to you on 16 April 2014. Appeal forms and information on the appeal procedure are available at www.iwight.com. The form should be returned to the Clerk to the Appeal Committee, Committee Services, County Hall, Newport, PO30 1UD. Any appeals will then be heard by an independent appeals panel.

Waiting list

When all available places have been allocated, the school will operate a waiting list. Parents should confirm with the school that their child's name is included on the list or if they want their child's name removed from the waiting list.

Any places that become available will be allocated by the governing body according to the criteria of the admissions 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. In-year fair access will take priority over the waiting list.

The waiting list will be reviewed and revised:

- A each time a child is added to, or removed from, the waiting list;
- B when a child's changed circumstances will affect their priority;
- C at the end of each school year, 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.

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.

In-year applications

The allocation of any places which may become available during the year will be made on the basis of the current oversubscription criteria. There are no deadline dates for in year applications.

Parents must obtain a common application form from the local authority Admissions Office, County Hall, Newport, Isle of Wight, PO30 1UD Telephone (01983) 821000, email school.admissions@iow.gov.uk. They are also encouraged to complete a Supplementary Information Form (SIF), which must be obtained from the school or the local authority, completed and returned to the school (As it is a paper

form that needs to be signed, the SIF is not available for completion online.)

Applications for children outside their normal school year group will be considered on an individual basis.

Fair access protocol

The local authority has a 'fair access protocol' which prioritises admissions for certain categories of school age children. This protocol relates to admission applications throughout the year. The protocol will take priority above the school's admission policy for those on a school's waiting list and the LA may require schools to admit above their published admission limit.

Admissions policies for Isle of Wight Church of England aided primary schools 2014/2015

Brighstone Church of England Primary School

Introduction

The name of the school is Brighstone Church of England Aided Primary School (the school). The school is a voluntary aided school.

The governing body of Brighstone Church of England Aided Primary School (the governing body) is the admissions authority.

The school's trust deed of 1836 states that the school was established to provide education for poor children living in the parish of Brixton (now known as Brighstone) and the adjoining parish of Mottistone. This parish (including the parishes/areas of Limerstone, Shorwell, Hulverstone, Brook, Kingston, Yafford, Atherfield and Chale) are referred to as the area Served by the school. This policy has been made in accordance with the Equality Act 2010 and the school's Single Equalities Policy (available on the policy page of the school website).

This policy will be administered fairly and impartially. The decision to admit, or otherwise, is the responsibility of the governing body.

The information given below is correct for the school year shown above, but it could be altered for future years. Parents should check with the school that no changes have occurred. All applications are made by parents for their child/children.

The admissions timetable

The local authority operates a timetabled co-ordinated admissions procedure for all schools in line with Government legislation.

The local authority will manage the process on behalf of the school according to the scheme which they will publish in their admissions booklet for that year but it is still The governing body, as the admission authority for this school who will offer the available places in line with this policy.

The closing date for online admission application forms to be received by the local authority will be as published in the local authority's admissions booklet for that year. Also contained in that booklet will be information on how to complete their application form online, dates for notification to parents of admissions decision and the closing dates for accepting places or lodging appeals. In case of any doubt on these dates, please contact the local authority or the school.

Parents applying who wish to use the Christian commitment criteria will be asked to complete a Supplementary Information Form (SIF), which must be obtained from the school or from the local authority website, completed and returned to the school not later than the closing date set by the local authority for school applications to be received. (As it is a paper form that needs to be signed, the SIF is not available for completion online.)

Further information

If you require further information about applying for a place at Brighstone Church of England (Aided) Primary School, please contact the school.

New Road, Brighstone, Isle of Wight, PO30 4BB
tel: 01983 740285

website: www.brighstoneprimary.org.uk

email: brighstonepri@lineone.net

Admissions

When the school is oversubscribed, after the admission of pupils with Statements of Special Educational Needs where the school is named in the statement, priority for admission will be given to those children who meet the criteria set out below, in order:

Oversubscription criteria

- 1 A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).
- 2 Children or an immediate family member who have a serious social or medical condition which make it essential that the child attends the preferred school rather than any other. (Appropriate social or medical evidence must be provided in support)
- 3 Children living Inside the area served by the school who at the time of application have a sibling on the roll of the school who will still be on roll at the time of the sibling's admission.
- 4 Children of families living Inside the area served by the school.

- 5 Children living outside the area served by the school who at the time of application have a sibling on the roll of the school who will still be on roll at the time of the sibling's admission.
- 6 Children living outside the area served by the school and who can or whose parent can show 'Christian commitment'. (Parents applying under this criterion must complete a Supplementary Information Form.)
- 7 Other children living outside the area served by the school.

In all cases above

Where there are not enough places for applicants within a criterion listed above, distance measurement will be used with those living closer to the school receiving higher priority. Distance will be measured in a straight line by the local authority's geographical measuring system from the front door of the child's home address to the main entrance of the school (as designated by the school). If distances are equal (for example within a block of flats), lots will be drawn by a person independent of the governing body to determine the allocation.

Notes and definitions

Children with statements – naming the school

The school will admit children with statements of Special Educational Needs (SEN) in which the school is named. Where places, required by pupils with statements that name the school, are known before the governors admissions committee meets to allocate places, these places will count towards the PAN for the school.

Applications to reception classes

The governing body will admit 30 children to the reception class. 'Deferred admission'. All Year R will be offered a full time place from the beginning of the Autumn term. Where a child, under statutory school age (before their fifth birthday), is offered a place in the school from September, the parent has the option of asking for part time attendance or deferring their child's entry until later in that school year. The child must be in school full time from their fifth birthday. Deferred admission should be discussed with the school and is not part of the determined admissions policy for the school.

Applications to infant classes

The governing body will admit 30 children to the infant classes – Y1 and Y2.

Applications to junior classes

The governing body will admit 30 children to the junior classes – Y3, 4, 5 and 6.

In-year applications

The allocation of any places which may become available during the year will be made on the basis of the current oversubscription criteria. There are no deadline dates for in year applications but parents cannot apply for a place more than four weeks in advance of a start date.

If a place is available and there is only one applicant, the admissions panel will not meet – the place will automatically be offered. If however, there is only one place and more than one child applying for the place, the admissions committee will be emailed and asked for their decision within five working days.

From September 2013 it is anticipated that in-year admissions will be managed by the school. The governing body will decide whether a place can be offered. The offer letter will be issued by the local authority. Applications must be made using the local authority admission form. Any parent can apply for a place for their child at any time to any school.

Parents applying under any Christian Commitment criteria must complete a Supplementary Information Form (SIF), which must be obtained from the school or the local authority, completed and returned to the school. (As it is a paper form that needs to be signed, the SIF is not available for completion online.)

WARNING

Places are withdrawn every year because parents give a false 'home address' on application forms. This includes cases where parents take out a short-term let or buy a property solely to use its address on the application form without any intention of taking up permanent residence there. In fairness to all parents, all allegations of fraudulent practice brought to the governing body attention will be investigated. The governing body reserves the right to withdraw the offer of a place if fraudulent or intentionally misleading information has been used on an application.

Deadlines

Make sure your local authority application form is submitted online on time. Details of dates are in the local authority admissions booklet.

Application forms

For this school you must complete the local authority application form. The local authority form should be completed online.

Supplementary information form

Parents applying under any of the Christian commitment criteria will be asked to complete a Supplementary Information Form (SIF), which must be obtained from

the school or the local authority website, completed and returned to the school not later than the closing date set by the local authority for school applications to be received. (As it is a paper form that needs to be signed, the SIF is not available for completion online.)

Admission appeals

If you are unsuccessful in gaining a place for your child at the school you will be informed by the local authority in writing, be given reasons for the refusal and informed of your right to an independent appeal against the decision. You can also request to be placed on a 'waiting list'.

Definitions

1 'Parents'

A parent is any person who has parental responsibility for or is the legal guardian of the child, as set out in the Children Act 1989.

2 'Home Address'

The 'home address' means the address where the child usually lives. Where parents have shared residence of a child and the child lives for part of the week with each parent the governing body will take the home address to be the address at which:

a) The child lives most of a school week
or

b) The address closest to the school

Moving home, moving from the mainland to the Island and UK service personnel and Crown servants

i. Places can not be allocated on a future address, the address used for allocation will be the address you are residing at on the 15 January 2014.

ii. If you are moving to the Island from the mainland, under inter-authority working you will need to apply for a place at an Island school via your current local authority. They will inform our local authority who will inform us of the application.

iii. For families of service personnel with a confirmed posting to the area, or crown servants returning from overseas to live within the area. The application will be considered if it is accompanied by an official letter, eg, MOD, FCO or GCHQ, that declares you will be posted to live within the parish area served by the school.

This should include provision for cases where parents have shared residence of a child following the breakdown of their relationship and the child lives for part of the week with each parent.

3 'Serious social or medical condition'

Where a place is requested for a child or a parent who has a serious social or medical condition, you must supply supporting independent evidence at the time of application confirming the reason(s) why attendance at the school is essential rather than any other school and

describing the difficulties that would be caused if the child had to attend another school. The evidence should be provided by a suitably qualified medical professional. The evidence will be considered carefully in confidence by the admissions committee of the governing body, who will endeavour to reach a fair and equitable decision based upon the local authority's definition of a 'serious social or medical definition'.

4 'Siblings'

Sibling refers to a brother or sister, a half brother or sister, an adopted brother or sister, a step-brother or sister, or the child of the parent/carer's partner and in every case the child must be living permanently in the same family unit at the same address.

If the last pupil offered a place in an infant class within the published admission number is from a multiple birth or has sibling in the same year group, a place will be offered to the other twin/multiple birth child/ren, as this will not contravene the infant class size legislation.

5 'Christian commitment'

Parents applying under any of the Christian commitment criteria will be asked to complete a Supplementary Information Form (SIF), which must be obtained from the school, completed and returned to the school not later than the closing date set by the local authority for school applications to be received. (As it is a paper form that needs to be signed, the SIF is not available for completion online.)

In the SIF, you will be asked to declare that a parent or the child has a Christian commitment to an Anglican Church or a Christian church listed in Churches Together in England for the previous 24 months at the time of application.

Christian commitment means you have worshipped at least once a month at a church included in the list of Churches Together in England for 12 months before the time of making this application.

Your declaration must be verified by the incumbent of your parish or previous parish. Should there be an interregnum the SIF may be verified by a churchwarden or other suitably qualified official on behalf of the parish. If you have recently moved you may ask the priest, or authorised church official, from your previous church to verify your Christian commitment.

6 'Churches Together in England'

Includes: Antiochian Orthodox Church, Baptist Union of Great Britain, Cherubim and Seraphim Council of Churches, Church of England, Church of God of Prophecy, Church of Scotland (Presbytery of England), Churches in Communities International, Congregational Federation, Coptic Orthodox Church, Council of African and Caribbean Churches UK, Council of

Oriental Orthodox Christian Churches, Elim Pentecostal Church, Evangelische Synode Deutsche Sprache in Großbritannien, Exarchate of Orthodox Parishes of the Russian Tradition (Ecumenical Patriarchate), Free Church of England, Ichthus Christian Fellowship, Independent Methodist Churches, International Ministerial Council of Great Britain, Joint Council for Anglo-Caribbean Churches, Lutheran Council of Great Britain, Mar Thoma Church, Methodist Church, Moravian Church, New Testament Assembly, New Testament Church of God, Oecumenical Patriarchate, Redeemed Christian Church of God, Religious Society of Friends, Roman Catholic Church, Russian Orthodox Church (Moscow Patriarchate), Salvation Army, Transatlantic Pacific Alliance of Churches, United Reformed Church, Wesleyan Holiness Church².

7 'Waiting list'

When all available places have been allocated, the school will operate a waiting list. Parents should confirm with the school that their child's name is included on the list or if they want their child's name removed from the waiting list.

Any places that become available will be allocated by the governing body according to the criteria of the admissions 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. Looked after and previously looked after children and those allocated a place within the fair access protocol will take precedence over other children on 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 will affect their priority;
- at the end of each school year, 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.

The admissions committee/full governing body will sign off any changes to the 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.

8 'Right of appeal'

Parents whose children are refused admission to the school have a right of appeal by an independent appeals panel. Parents will be notified in the refusal letter from the local authority of how an appeal can be lodged.

2 - List correct at 4 October 2011, please check for up to date list at www.cte.org.uk

9 'In-year fair access placements by the local authority'

The local authority must ensure that all pupils are placed in schools as quickly as possible. It may therefore sometimes be necessary for a pupil to be placed by the local authority, or a local placement panel acting on behalf of the authority, in a particular school even if there is a waiting list for admission.

Such placements will be made in accordance with the provisions of any protocol approved by the admission forum, based on legislation and government guidance. If an admission through in-year fair access raises the number on roll above the PAN, no further pupil will be admitted from the waiting list until a place becomes available within the PAN.

10 Legal statement

This policy has been made in accordance with the The Equality Act 2010 and the Public Sector Equality Duty, The Human Rights Act 1998, School Standards Framework Act 1998.

This policy will be administered fairly and impartially. The decision to admit, or otherwise, is the responsibility of the governing body.

The information given below is correct for the school year shown above, but it could be altered for future years. Parents should check with the school that no changes have occurred. All applications are made by Parents for their child/children.

Newport Church of England Primary School

Introduction

The name of the school is Newport Church of England Primary School (the school). The school is a voluntary aided school.

The governing body of Newport Church of England Primary School (the governing body) is the admissions authority.

The school's trust deed of 1853 states that the school was established to provide education for children living in the parish of Newport and its neighbourhood. This now includes 'The Minster' (St Thomas the Apostle and St Thomas of Canterbury), Newport St John, Carisbrooke St Mary and Barton St Paul. These parishes and the area for the school are referred to as (The area served by the school). A map of this area and a list of roads form part of this policy document.

This policy has been made in accordance with the School Standards Framework Act 1998, The Human Rights Act 1998. The Equality Act 2010 and the Public Sector Equality Duty.

This policy will be administered fairly and impartially. The decision to admit, or otherwise, is the responsibility of the governing body.

The information given below is correct for the school year shown above, but it could be altered for future years. Parents should check with the school that no changes have occurred. All applications are made by parents for their child/children.

The admissions timetable

The local authority operates a timetabled co-ordinated admissions procedure for all schools in line with government legislation.

The local authority will manage the process on behalf of the school according to the scheme which they will publish in their admissions booklet for that year but it is still the governing body, as the admission authority for this school who will offer the available places in line with this policy.

The closing date for admission application forms to be received by the local authority will be as published in the local authority's admissions booklet for that year. Also contained in that booklet will be information on how to complete their application form online, dates for notification to parents of admissions decision and the closing dates for accepting places or lodging appeals. In case of any doubt on these dates, please contact the local authority or the school.

Parents applying who wish to use the Christian commitment criteria will be asked to complete a supplementary information form (SIF), which must be obtained from the school or from the local authority website, completed and returned to the school not later than the closing date set by the local authority for school applications to be received. (As it is a paper form that needs to be signed, the SIF is not available for completion online.)

Further information

If you require further information about applying for a place at Newport Church of England (Aided) Primary School, please contact the school.

Address: Hazel Close, Newport, Isle of Wight, PO30 5GD
tel: 01983 522826
fax: 01983 528016
email: newportce@lineone.net

Admissions

Places will be offered up to the published admission number (PAN), ie, 60 pupils, regardless of preference. If the number of applications exceeds the PAN, the following criteria will be used to allocate places:

Oversubscription criteria

- 1 A 'looked after child' or a child who was previously looked after, but immediately after being looked after became subject to an adoption, residence, or special guardianship order. A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989)
- 2 Children with a specific medical condition, confirmed by a consultant paediatrician or similar consultant, which makes attendance at the particular school essential. (This must be supported by independent evidence supplied at the time of application confirming the reason(s) why attendance at the school is essential and describing the difficulties that would be caused if the child had to attend another school. The evidence will be considered carefully by the governing body, who will reach a fair and equitable decision.
- 3 Children who at the time of application have a sibling on the roll of the school.
- 4 Children of families living Inside the area served by the school and whose families worship at any of the Church of England churches in that area.
- 5 Children of families living Inside the area served by the school and who can or whose parents can show 'Christian commitment' (a supplementary information form must be completed by parents applying under this criterion).
- 6 Children living inside the area served by the school.
- 7 Children of families living outside the area served by the school whose parents can show 'Christian commitment' (a supplementary information form must be completed by parents applying under this criterion).
- 8 Other children living outside the area served by the school.

In all cases above

Where there are insufficient places for applicants from

within a particular criterion, children living closest to the school (measured by straight line by the local authority's geographical information system (GIS) from the centre of the building of the home address to the centre of the school building) will have priority. If distances are equal (for example with a block of flats), lots will be drawn by an independent person to determine the allocation.

Unsuccessful applicants can ask to be entered on the school's waiting list. This should be done in writing to the school.

Notes and definitions

Children with statements – naming the school

The school will admit children with statements of special educational needs (SEN) in which the school is named. Where places, required by pupils with statements that name the school, are known before the governors admissions committee meets to allocate places, these places will count towards the PAN for the school.

Applications to reception classes

The governing body will admit 60 children to the reception classes.

'Deferred admission'. All Year R will be offered a full time place from the beginning of the Autumn term. Where a child, under statutory school age (before their fifth birthday), is offered a place in the school from September, the parent has the option of asking for part time attendance or deferring their child's entry until later in that school year. The child must be in school on their fifth birthday.

Deferred admission should be discussed with the school and is not part of the determined admissions policy for the school.

Applications to reception classes

The governing body will admit 60 children to the reception classes.

Applications to classes

The governing body will admit 60 children into all classes.

In-year applications

The allocation of any places which may become available during the year will be made on the basis of the current oversubscription criteria. There are no deadline dates for in year applications.

If a place is available and there is only one applicant the admissions panel will not meet – the place will automatically be offered. If however, there is only one place and more than one child applying for the place, the admissions committee will be emailed and asked for their decision within five working days.



From September 2013 it is anticipated in-year admissions will be managed by the school. The governing body will decide whether a place can be offered. The offer letter will be issued by the school. Applications must be made using the local authority admission form. Any parent can apply for a place for their child at any time to any school.

Parents applying under any Christian commitment criteria must complete a supplementary information form (SIF), which must be obtained from the school or the local authority, completed and returned to the school (as it is a paper form that needs to be signed, the SIF is not available for completion on-line).

Warning

Places are withdrawn every year because parents give a false home address on application forms. This includes cases where parents take out a short-term let or buy a property solely to use its address on the application form without any intention of taking up permanent residence there.

In fairness to all parents, all allegations of fraudulent practice brought to the governing body attention will be investigated. The governing body reserves the right to withdraw the offer of a place if fraudulent or intentionally misleading information has been used on an application.

Deadlines

Make sure your local authority application form is submitted online on time. Details of dates are in the local authority admissions booklet.

Application forms

For this school you must complete the local authority application form. The local authority form should be completed online. Please refer to the local authority's information on admissions in their booklet.

Supplementary information form

Parents applying under any of the Christian commitment criteria will be asked to complete a supplementary information form (SIF), which must be obtained from the school or the local authority website, completed and returned to the school not later than the closing date set by the local authority for school applications to be received (as it is a paper form that needs to be signed, the SIF is not available for completion online).

Admission appeals

If you are unsuccessful in gaining a place for your child at The school you will be informed by the local authority in writing, be given reasons for the refusal and informed of your right to an independent appeal against the decision. You can also request to be placed on a waiting list.

Definitions

1 Parents

A parent is any person who has parental responsibility for or is the legal guardian of the child, as set out in the Children Act 1989.

2 Home address

The home address means the address where the child usually lives.

Where parents have shared residence of a child and the child lives for part of the week with each parent, the governing body will take the home address to be the address at which the child lives most of the school week.

Moving home, moving from the mainland to the Island and UK service personnel and Crown servants:

- i Places can not be allocated on a future address, the address used for allocation will be the address you are residing at on the 15 January 2014.
- ii If you are moving to the Island from the mainland, under inter-authority working you will need to apply for a place at an Island school via your current local authority. They will inform our local authority who will inform us of the application.
- iii For families of service personnel with a confirmed posting to the area, or crown servants returning from overseas to live within the area. The application will be considered if it is accompanied by an official letter, ie, MOD, FCO or GCHQ, that declares you will be posted to live within the parish area served by the school.

3 Serious social or medical condition

Where a place is requested for a child or a parent who has a serious social or medical condition, you must supply supporting independent evidence at the time of application confirming the reason(s) why attendance at the school is essential rather than any other school and describing the difficulties that would be caused if the child had to attend another school. The evidence should be provided by a suitably qualified medical professional. The evidence will be considered carefully in confidence by the admissions committee of the governing body, who will endeavour to reach a fair and equitable decision based upon the local authority's definition of a 'serious social or medical definition'.

4 Siblings

Sibling refers to a brother or sister, a half brother or sister, an adopted brother or sister, a step brother or sister, or the child of the parent/carer's partner and in every case the child must be living permanently in the same family unit at the same address.

If the last pupil offered a place in an infant class within the published admission number is from a multiple birth

or has sibling in the same year group, a place will be offered to the other twin/multiple birth child/ren, as this will not contravene the infant class size legislation.

5 Christian commitment

Parents applying under any of the Christian commitment criteria will be asked to complete a supplementary information form (SIF), which must be obtained from the school, completed and returned to the school not later than the closing date set by the local authority for school applications to be received (as it is a paper form that needs to be signed, the SIF is not available for completion online).

In the SIF, you will be asked to declare that a parent or the child has a Christian commitment to an Anglican Church **or** a Christian church listed in Churches Together in England for the previous 24 months at the time of application.

Christian commitment means you have worshipped at least twice a month at a church included in the list of Churches Together in England for 24 months before the time of making this application.

Your declaration must be verified by the incumbent of your parish or previous parish. Should there be an interregnum the SIF may be verified by a churchwarden or other suitably qualified official on behalf of the parish. If you have recently moved you may ask the priest, or authorised church official, from your previous church to verify your Christian commitment.

6 Churches Together in England

Includes: Antiochian Orthodox Church, Baptist Union of Great Britain, Cherubim and Seraphim Council of Churches, Church of England, Church of God of Prophecy, Church of Scotland (Presbytery of England), Churches in Communities International, Congregational Federation, Coptic Orthodox Church, Council of African and Caribbean Churches UK, Council of Oriental Orthodox Christian Churches, Elim Pentecostal Church, Evangelische Synode Deutscher Sprache in Großbritannien, Exarchate of Orthodox Parishes of the Russian Tradition (Ecumenical Patriarchate), Free Church of England, Ichthus Christian Fellowship, Independent Methodist Churches, International Ministerial Council of Great Britain, Joint Council for Anglo-Caribbean Churches, Lutheran Council of Great Britain, Mar Thoma Church, Methodist Church, Moravian Church, New Testament Assembly, New Testament Church of God, Oecumenical Patriarchate, Redeemed Christian Church of God, Religious Society of Friends, Roman Catholic Church, Russian Orthodox Church (Moscow Patriarchate), Salvation Army, Transatlantic Pacific Alliance of Churches, United Reformed Church, Wesleyan Holiness Church³.

7 Waiting list

When all available places have been allocated, the school will operate a waiting list. Parents should confirm with the school that their child's name is included on the list or if they want their child's name removed from the waiting list.

Any places that become available will be allocated by the governing body according to the criteria of the admissions 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. Looked after and previously looked after children and those allocated a place within the fair access protocol will take precedence over other children on 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 will affect their priority;
- at the end of each school year, 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.

The Admissions Committee will sign off any changes to the 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.

8 Right of Appeal

Parents whose children are refused admission to the school have a right of appeal by an independent appeals panel. Parents will be notified in the refusal letter from the local authority of how an appeal can be lodged.

9 In-year fair access placements by the local authority

The local authority must ensure that all pupils are placed in schools as quickly as possible. It may therefore sometimes be necessary for a pupil to be placed by the local authority, or a local placement panel acting on behalf of the authority, in a particular school even if there is a waiting list for admission. Such placements will be made in accordance with the provisions of any protocol approved by the admission forum, based on legislation and government guidance. If an admission through in-year fair access raises the number on roll above the PAN, no further pupil will be admitted from the waiting list until a place becomes available within the PAN.

³ - List correct at 4 October 2011, please check for up to date list at www.cte.org.uk

Oakfield Church of England Primary School

Introduction

The name of the school is Oakfield Church of England Primary School (the school). The school is a voluntary aided school.

The governing body of Oakfield Church of England Primary School (the governing body) is the admissions authority.

The school's trust deed of 1845 states that the school was established to provide education for children living in the parish of St. Helen's, the subsequent trust deed of 1856 states that the school will serve the parish of St. John, Oakfield. The current parish area and the area for the school are referred to as the area served by the school). If you wish to know if you live within the current Parish of St. John's please contact the parish priest

This policy has been made in accordance with The Equality Act 2010 and the Public Sector Equality Duty, The Human Rights Act 1998, School Standards Framework Act 1998.

This policy will be administered fairly and impartially. The decision to admit, or otherwise, is the responsibility of the governing body.

The information given below is correct for the school year shown above, but it could be altered for future years. Parents should check with the school that no changes have occurred. All applications are made by parents for their child/children.

The admissions timetable

The local authority operates a timetabled co-ordinated admissions procedure for all schools in line with government legislation.

The local authority will manage the process on behalf of the school according to the scheme which they will publish in their admissions booklet for that year but it is still the governing body, as the admission authority for this school who will offer the available places in line with this policy.

The closing date for online admission application forms to be received by the local authority will be as published in the local authority's admissions booklet for that year. Also contained in that booklet will be information on how to complete their application form on-line, dates for notification to parents of admissions decision and the closing dates for accepting places or lodging appeals. In

case of any doubt on these dates, please contact the local authority or the school.

Parents applying who wish to use the Christian commitment criteria will be asked to complete a supplementary information form (SIF), which must be obtained from the school or from the local authority website, completed and returned to the school not later than the closing date set by the local authority for school applications to be received (as it is a paper form that needs to be signed, the SIF is not available for completion online).

Further information

If you require further information about applying for a place at Oakfield Church of England (Aided) Primary School, please contact the school.

Address: Appley Road, Ryde, Isle of Wight PO33 1NE
Tel: 01983 563732
email: office@oakfieldcepri.iow.sch.uk

Admissions

Places will be offered up to the published admission number (PAN), ie, 60 pupils, regardless of preference. If the number of applications exceeds the PAN, after admission of pupils with statements of special educational needs where the school is named in the statement, the following criteria will be used to allocate places:

Oversubscription criteria

- 1 Children who are in the care of a local authority or provided with accommodation by that authority in accordance with Section 22 of the Children Act 1989, or children who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. (A letter from the children's services department confirming the child's status must be provided.)
- 2 Children with a specific medical condition, confirmed by a consultant paediatrician or similar consultant, which makes attendance at the particular school essential. (This must be supported by independent evidence supplied at the time of application, confirming the reason(s) why attendance at the school is essential and describing the difficulties that would be caused if the child had to attend another school. The evidence will be considered carefully by the governing body, who will reach a fair and equitable decision.)

- 3 Children who at the time of application have a sibling on the roll of the school who will still be on roll at the time of the sibling's admission.
- 4 Children of families living inside the area served by the school and whose families 'worship at St. John's Church'.
- 5 Children living inside the area served by the school and who can or whose parent can show 'Christian commitment' (a supplementary information form must be completed by parents applying under this criterion).
- 6 Children living inside the area served by the school.
- 7 Children living outside the area served by the school and who can or whose parent can show 'Christian commitment' (a supplementary information form must be completed by parents applying under this criterion).
- 8 Other children living outside the area served by the school.

In all cases above

Where there are insufficient places for applicants from within a particular criterion, children living closest to the school (measured by straight line by the local authority's geographical information system (GIS) from the centre of the building of the home address to the centre of the school building) will have priority. If distances are equal (for example with a block of flats), lots will be drawn by an independent person to determine the allocation.

Notes and definitions

Children with statements – naming the school

The school will admit children with statements of special educational needs (SEN) in which the school is named. Where places, required by pupils with statements that name the school, are known before the governors admissions committee meets to allocate places, these places will count towards the PAN for the school.

Applications to reception classes

The governing body will admit 60 children to the reception class(es).

'Deferred admission'. All Year R will be offered either a part time or full time place from the beginning of the Autumn term. Where a child, under statutory school age (before their fifth birthday), is offered a place in the school from September, the parent has the option of asking for part time attendance or deferring their child's entry until later in that school year. The child must be in school on their fifth birthday.

Deferred admission should be discussed with the school and is not part of the determined admissions policy for the school.

Applications to infant classes

The governing body will admit 45 children to the infant class(es).

Applications to junior classes

The governing body will admit 45 children to the junior class(es).

In-year applications

The allocation of any places which may become available during the year will be made on the basis of the current oversubscription criteria. There are no deadline dates for in year applications.

From September 2013 **or earlier** in-year admissions will be managed by the school. The governing body will decide whether a place can be offered. The offer letter will be issued by the local authority. Applications must be made using the local authority admission form. Any parent can apply for a place for their child at any time to any school.

Parents applying under any worship or Christian commitment (criterion 4, 5 or 7) must complete a supplementary information form (SIF).

Warning

Places are withdrawn every year because parents give a false home address on application forms. This includes cases where parents take out a short-term let or buy a property solely to use its address on the application form without any intention of taking up permanent residence there.

In fairness to all parents, all allegations of fraudulent practice brought to The governing body attention will be investigated. The governing body reserves the right to withdraw the offer of a place if fraudulent or intentionally misleading information has been used on an application.

Deadlines

Make sure your local authority application form is submitted online on time. Details of dates are in the local authority admissions booklet.

Application forms

For this school you must complete the local authority application form online. The local authority form should be completed on-line. Please refer to the local authority's information on admissions.

Supplementary information form

Parents applying under any of the Worship or Christian commitment (criterion 4,5 or 7) will be asked to complete a supplementary information form (SIF), which must be obtained from the school, completed and returned to The school not later than the closing date set by the local

authority for school applications to be received (as it is a paper form that needs to be signed, the SIF is not available for completion online).

Admission appeals

If you are unsuccessful in gaining a place for your child at the school you will be informed by the local authority in writing, be given reasons for the refusal and informed of your right to an independent appeal against the decision.

Definitions

1 Parents

A parent is any person who has parental responsibility for or is the legal guardian of the child as set out in the Children Act 1989.

2 Home address

The home address means the address where the child usually lives.

Where parents have shared residence of a child and the child lives for part of the week with each parent, the governing body will take the home address to be the address at which the child lives most of the school week.

Moving home, moving from the mainland to the Island and UK service personnel and Crown servants:

- i Places can not be allocated on a future address, the address used for allocation will be the address you are residing at on the 15 January 2014.
- ii If you are moving to the Island from the mainland, under inter-authority working you will need to apply for a place at an Island school via your current local authority. They will inform our local authority who will inform us of the application.
- iii For families of service personnel with a confirmed posting to the area, or crown servants returning from overseas to live within the area. The application will be considered if it is accompanied by an official letter i.e. MOD, FCO or GCHQ, that declares you will be posted to live within the parish area served by the school.

This should include provision for cases where parents have shared residence of a child following the breakdown of their relationship and the child lives for part of the week with each parent.

3 Siblings

'Sibling' refers to a brother or sister, a half brother or sister, an adopted brother or sister, a step brother or sister, or the child of the parent/carer's partner and in every case the child must be living permanently in the same family unit at the same address.

4 Worship

Parents applying under criterion 4 will be asked to make a declaration on the SIF (supplementary information form) which is verified by the priest of St. John's Church confirming that they are a regular worshipper who has attended church.

5 Christian commitment

Parents applying under any of the Christian commitment criteria (criterion 4 and 7) will be asked to make a declaration on the SIF (supplementary Information Form) about their Christian commitment to a church at the time of application.

Your declaration will need to be verified by the priest of your church or if there is no priest an authorised church official. If you have recently moved you may ask the priest, or authorised church official, from your previous church to verify your Christian commitment.

6 Waiting list

When all available places have been allocated, the school will operate a waiting list. Parents should confirm with the school that their child's name is included on the list or if they want their child's name removed from the waiting list.

Any places that become available will be allocated by The governing body according to the criteria of the admissions 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. In-year fair access 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 will affect their priority;
- at the end of each school year, 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.

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.

7 Right of appeal

Parents whose children are refused admission to the school have a right of appeal by an independent appeals panel. Parents will be notified in the refusal letter from the local authority of how an appeal can be lodged.

8 In-year fair access placements by the local authority

The local authority must ensure that all pupils are placed in schools as quickly as possible. It may therefore sometimes be necessary for a pupil to be placed by the local authority, or a local placement panel acting

on behalf of the authority, in a particular school even if there is a waiting list for admission. Such placements will be made in accordance with the provisions of any protocol approved by the admission forum, based on legislation and government guidance. If an admission

through in-year fair access raises the number on roll above the PAN, no further pupil will be admitted from the waiting list until a place becomes available within the PAN.

Yarmouth Church of England Primary School

Admission to year R/year 3 if a junior school

The published admission number (PAN) for Yarmouth CE Primary School (the school) is 15. The PAN is the number of places for children available in the year group above.

Children with a statement of special educational needs, where the school is named in the statement, will be allocated a place.

Whenever decisions are being made, after the stated children above are allocated a place, if there are more applicants than places then the admission criteria below will be used to decide which applicants will be offered a place. If there are fewer applicants than places, all applicants will be offered a place.

Admission criteria

- A** A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).
- B** Children living inside the area served by the school (a map of this area and a list of roads form part of this policy document), who at the time of application have a sibling on the roll of the school.
- C** Children living inside the area served by the school who at the time of application have a Christian commitment.
- D** Children or families who have a serious social or medical condition which makes it essential that the child attends the preferred school rather than any other (Appropriate social or medical evidence must be provided in support).
- E** Children of families living inside the area served by the school.
- F** Children living outside the area served by the school (a map of this area and a list of roads form part of this policy document), who at the time of application have a sibling on the roll of the school.

- G** Children living outside the area served by the school and who can or whose parent can show "Christian Commitment". (A Supplementary Information Form must be completed by parents applying under this criterion.)

In all cases above

If there are not enough places within a criterion above, distance will be used to decide which children will be offered a place, with those living closer to the school receiving higher priority.

If distances are equal (for example within a block of flats), lots will be drawn by a person independent of the governing body to determine the allocation.

How to apply

You must complete a local authority application form online.

If you wish to use the Christian commitment admission criteria to support your application you must also complete a supplementary information form (SIF). This form is available from the local authority website www.iwight.com/schooladmissions, the school's website www.yarmouthceprimary.co.uk and as a paper copy from the school office.

When to apply

You must apply before the deadline for applications provided by the local authority. Please check with the local authority or the school for the deadline date for the year you are applying for.

Who can apply

Only a parent can apply for a place at a school. A parent is any person who has parental responsibility for or is the legal guardian of the child, as set out in the Children Act 1989.

Making a decision

If you do not know the school, before making a decision

you should visit the school. You will often meet and be shown round by the headteacher. The headteacher will tell you about what makes the school distinctive and you will be in a better position to know whether the school is the right school for you and your child.

The area served by the school

The school's trust deed of 1854 states that the school was established to provide education for children living in the ecclesiastical parish of Yarmouth St James. This ecclesiastical parish is referred to as the area served by the school.

A map of this area and or a list of the roads served by the school form part of this policy document.

The admission authority

The governing body of Yarmouth Church of England Primary School (the governing body) is the admissions authority for the school. Only the governing body can decide, using the admission criteria above, which children can be offered a place at the school.

Further information

If you require further information about applying for a place at Yarmouth Church of England (Aided) Primary School, please contact the school.

School address

Yarmouth CE Primary School, Mill Road, Yarmouth PO41 0RA
tel: 01983 760345
fax: 01983 760345
email: admin.yarmouthcep@lineone.net

Legal statements

This policy has been made in accordance with the The Equality Act 2010 and the Public Sector Equality Duty, The Human Rights Act 1998, School Standards Framework Act 1998.

This policy will be administered fairly and impartially. The decision to admit, or otherwise, is the responsibility of the governing body.

The information given below is correct for the school year shown above, but it could be altered for future years. Parents should check with the school that no changes have occurred. All applications are made by parents for their child/children.

Distance from school

Distance will be measured in a straight line by the local authority's computerised measuring system from the designated point of the child's home address to the designated point of the school (as designated by the local

authority measuring system). The designated measuring point will be the front door.

Home address

The home address, used for the term 'living inside' and 'living outside', means the address where the child usually lives.

Where parents have shared residence of a child and the child lives for part of the week with each parent the governing body will take the home address to be the address at which:

- the child lives most of a school week; or
- where the child lives at each address for equal parts of a school week; then
- the address nearest to the school as determined by the local authority distance measuring system.

Moving home, UK service personnel and Crown servants

- Places can not be allocated on a future address, the address used for allocation will be the address you are residing at on the 15 January 2014.
- If you are moving to the Island from the mainland, under inter-authority working you will need to apply for a place at an Island school via your current local authority. They will inform our local authority who will inform us of the application.
- For families of service personnel with a confirmed posting to the area, or crown servants returning from overseas to live within the area. The application will be considered if it is accompanied by an official letter, ie, MOD, FCO or GCHQ, that declares you will be posted to live within the parish area served by the school.

The local authority and admissions

The local authority operates a timetabled co-ordinated admissions scheme for all schools in line with Government legislation.

The local authority will manage the process on behalf of the school according to the scheme which they will publish in their admissions booklet for that year. The governing body, as the admission authority for this school decide, using the admission criteria above, which children can be offered a place at the school.

The closing date for admission application forms to be received by the local authority will be as published in the local authority's admissions booklet for that year. Also contained in that booklet will be information on how to complete their application form on-line, dates for notification to parents of admissions decision and the closing dates for accepting places or lodging appeals. In

case of any doubt on these dates, please contact the local authority or the school.

Children or families who have a serious social or medical condition

Where a place is requested for a child or family who have a serious social or medical, condition, you must supply supporting independent evidence at the time of application confirming the reason(s) why attendance at the school is essential rather than any other school. You must also describe the difficulties that would be caused if the child had to attend another school.

The evidence should be provided by a suitably qualified medical professional. The evidence will be considered carefully in confidence by the admissions committee of the governing body, who will endeavour to reach a fair and equitable decision.

Siblings

Sibling refers to a brother or sister, a half brother or sister, an adopted brother or sister, a step brother or sister, or the child of the parent/carer's partner and in every case the child must be living permanently in the same family unit at the same address.

Multiple birth siblings

If the last pupil offered a place in a class within the PAN is from a multiple birth, a place will be offered to each of the siblings concerned.

This may result in an admission number over the PAN and or exceeding the infant class size limit. This is in line with the 'excepted pupils' requirements of the Admissions Code 2012.

Christian commitment

Parents applying under any of the Christian commitment criteria must complete a supplementary information form (SIF), which can be obtained from the local authority website, the school's website or the school.

It must be completed and returned to the school not later than the closing date set by the local authority for school applications to be received. (As it is a paper form that needs to be signed, the SIF is not available for completion on-line.)

On the SIF, you will be asked to declare the Christian commitment of a parent or the child.

Christian commitment is defined as: A regular attendance to church at least once a month by the child and family member(s)/carer.

The duration of commitment is defined as a regular attendance for a sustained period.

Your declaration on the SIF must be verified by the incumbent of your parish or previous parish.

Should there be an interregnum the SIF may be verified by a churchwarden or other suitably qualified official on behalf of the parish.

If you have recently moved you may ask the priest, or authorised church official, from your previous church to verify your Christian commitment.

Please ask at your church or at the school who is qualified to sign the form.

Churches Together In England

Includes:

Antiochian Orthodox Church, Baptist Union of Great Britain, Cherubim and Seraphim Council of Churches, Church of England, Church of God of Prophecy, Church of Scotland (Presbytery of England), Churches in Communities International, Congregational Federation, Coptic Orthodox Church, Council of African and Caribbean Churches UK, Council of Oriental Orthodox Christian Churches, Elim Pentecostal Church, Evangelische Synode Deutscher Sprache in Großbritannien, Exarchate of Orthodox Parishes of the Russian Tradition (Ecumenical Patriarchate), Free Church of England, Ichthus Christian Fellowship, Independent Methodist Churches, International Ministerial Council of Great Britain, Joint Council for Anglo-Caribbean Churches, Lutheran Council of Great Britain, Mar Thoma Church, Methodist Church, Moravian Church, New Testament Assembly, New Testament Church of God, Oecumenical Patriarchate, Redeemed Christian Church of God, Religious Society of Friends, Roman Catholic Church, Russian Orthodox Church (Moscow Patriarchate), Salvation Army, Transatlantic Pacific Alliance of Churches, United Reformed Church, Wesleyan Holiness Church.

List correct at 04-10-11 please check for up to date list at www.cte.org.uk

Deferred entry into year R

the school will provide for the admission of all children in the September following their fourth birthday.

Parents can request that the date their child is admitted to school is deferred until later in the school year up to the start of the summer term of Year R.

Parents can also request that their child takes up the place part-time until later in the school year up to the start of the summer term of Year R.

These arrangements should be discussed with the school.



Admission of children outside their normal age group

Parents of a gifted and talented child, or a child who has experienced problems or missed part of a year, for example due to ill health, can request a place outside the normal age group.

The governing body will make a decision on the basis of the circumstances of each case, informing parents of their statutory right to appeal. This right of appeal does not apply if the school has offered a place in another year group at the school.

Admission to key stage 2 classes

The governing body is prepared to admit more children than the PAN for Key Stage 2.

In-year applications (ordinary)

The allocation of any places which may become available during the year will be made on the basis of the current oversubscription criteria. There are no deadline dates for in year applications.

Applications must be made using the local authority admission form. Any parent can apply for a place for their child at any time to any school.

The governing body will decide whether a place can be offered.

In-year (fair access placements by the local authority)

The local authority must ensure that all pupils are placed in schools as quickly as possible. It may therefore sometimes be necessary for a pupil to be placed by the local authority, or a local placement panel acting on behalf of the authority, in a particular school even if there is a waiting list for admission. Such placements will be made in accordance with the provisions of any protocol approved by the admission forum, based on legislation and government guidance. If an admission through in-year fair access raises the number on roll above the PAN, no further pupil will be admitted from the waiting list until a place becomes available within the PAN.

Waiting list

When all available places have been allocated, the school will operate a waiting list for at least the first term of the academic year of admission. Parents should confirm with the school that their child's name is included on the list or if they want their child's name removed from the waiting list.

Any places that become available will be allocated by the governing body according to the criteria of the admissions 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. Looked after and previously looked after children and those allocated a place within the Fair Access Protocol will take precedence over other children on 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 will affect their priority;
- at the end of each school year, 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.

Admission appeals

If you are unsuccessful in gaining a place for your child at the school you will be informed by the local authority in writing, be given reasons for the refusal and informed of your right to an independent appeal against the decision.

Warning

Places are withdrawn every year because parents give a false 'home address' on application forms. This includes cases where parents take out a short-term let or buy a property solely to use its address on the application form without any intention of taking up permanent residence there.

In fairness to all parents, all allegations of fraudulent practice brought to the governing body attention will be investigated. The governing body reserves the right to withdraw the offer of a place if fraudulent or intentionally misleading information has been used on an application.

Common admissions policy for St Francis Catholic and Church of England Voluntary Aided Primary School, Ventnor

St Francis Catholic and Church of England Primary School is in the joint Trusteeship of the Catholic Diocese of Portsmouth and the Church of England Education Board of Portsmouth and Winchester. The school is maintained by the Isle of Wight Council. The admission number for the Reception Year for St Francis Primary School in September 2014 will be 60.

Age of admission

Children can start primary school in the September after they have reached the age of four. For September 2014, this will apply to children whose fourth birthday falls between 1 September 2013 and 31 August 2014. Parents can delay their child's entry to primary school to the start of the term following his or her fifth birthday but no later than the start of the summer term in April 2015, or request that their child attends on a part-time basis until the child reaches compulsory school age.

Pupils with statements of special educational needs

Children who have received a Statement of Special Educational Needs naming St Francis, Ventnor as the placement, will be automatically admitted to the school. Admission of these children will be included in the total number of pupils admitted to the school.

Over subscription

The school will admit children up to its admission number of 60. However, should there be more applicants than the 60 places available, after the admission of children with statements of special educational needs where the school is named in the statement the governors of the school will give priority to children in the following category order, Category A being the highest:

Categories:

- A** Looked after children (children in local authority care)
A 'looked after child' who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special needs guardianship order. A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the

definition in section 22(1) of the Children Act 1989).

- B** Children or an immediate family member who have serious social or medical condition which make it essential that the child attends the preferred school rather than any other (Appropriate social or medical evidence must be provided in support – see explanatory notes below).
- C** Children:
- baptised in the Catholic tradition living in the parishes of Sacred Heart, Shanklin, St Patrick's, Sandown, Our Lady and St Wilfrid's, Ventnor; or
 - baptised in the Church of England tradition living in the parishes of Bonchurch, Holy Trinity Ventnor, St Catherine's Ventnor, St Lawrence Ventnor, Wroxall, Godshell, Niton and Whitwell; or
 - of Catholic parent/s who worship in the parishes of: Sacred Heart, Shanklin, St Patrick's, Sandown, Our Lady and St Wilfrid's, Ventnor; or
 - of Church of England parent/s who worship in the parishes of Bonchurch, Holy Trinity Ventnor, St Catherine's Ventnor, St Lawrence Ventnor, Wroxall, Godshell, Niton and Whitwell.
- D** Other children

Over subscription criteria:

In the event of there being more applications than places available in any of the above four categories the following criteria will be applied for all children falling within that category, in the following priority order:

- 1 Children who will have a sibling in the school at the time of admission into the school.
- 2 Children who live the shortest distance from the school.

Home Address

The 'home address' means the address where the child usually lives.

Where parents have shared residence of a child and the child lives for part of the week with each parent the governing body will take the home address to be the address at which the child lives most of a school week. If the last place is to be offered to children living exactly the same distance from the school, then the remaining place will be allocated by the drawing of lots, which will be witnessed

by an independent observer, a representative of the local authority.

Note: If only one place at a school is available within the admission number and there are twins (or more in a multiple birth) in the family who have the next highest priority within the oversubscription criteria, the governing body will offer places to all those in the multiple birth.

Explanatory notes

- 1 Children with a specific medical condition confirmed by a consultant paediatrician or similar at the time of application which makes attendance at the school essential, and children with special educational needs, confirmed by an educational psychologist or similar educational professional at the time of application, which makes attendance at this school essential. Applications for children with identified special educational needs or a specific medical condition, should be supported by the appropriate documentation from an educational psychologist, consultant paediatrician or similar professional at the time of application.
- 2 'Children living the shortest distance from the school' is measured in a straight line, from the child's home address to either of the main gates of the school. In the case of UK service personnel and Crown servants, an official MOD, FCO or GCHQ letter declaring a relocation date to the relevant parish of the school will establish the equivalent of residence or distance from the school.
- 3 Catholic means a person baptised in a church which is in communion with the See of Rome or a person who has been received into the Catholic Church. Proof of baptism is a baptismal certificate or formal letter that child/person has been received into the Catholic Church.
- 4 To confirm 'worship' of the parent as required in Category C, the vicar/parish priest must know the parent/s and be able to confirm attendance at church at least special services and family occasions.
- 5 A sibling means a brother or sister, including half-brother, half-sister, stepbrother or stepsister, or any child who lives in the home as part of the family.
- 6 Children of UK service personnel are considered in the same way as other applications subject to proof of posting to the area and relocation date. This includes crown servants returning from overseas to live in the area.

Forms to complete and closing date for applications:

1 Isle of Wight common application form

All parents must complete the Isle of Wight common application form online and return it to the Admissions Office, County Hall, Newport by the published closing date of 4.30pm on 15 January 2014. Alternatively, parents

can apply online by accessing the local authority's (LA) website at www.iwight.com/schooladmissions. The online application must be received by the LA by 4.30pm on 15 January 2014.

2 Supplementary information form

Parents wishing to apply for admission to the school in September 2014 under category B should also complete a supplementary information form. They should contact the school and request a supplementary information form which should be completed and returned to the school with the baptismal certificate or countersigned by the vicar or parish priest confirming worship as appropriate. The form should be returned to St Francis Catholic & Church of England School, Newport Road, Ventnor, PO38 1BQ by 4.30pm on 15 January 2014. Governors can only rank the children on the information they receive in the common application form. Failure to submit a completed supplementary form may result in the lower ranking of the child. The online application must be received by the LA by 4.30pm on 15 January 2014.

Outcome of application

Letters or emails notifying parents of the outcome of their applications will be sent by the LA on 16 April 2014.

Right of appeal

Parents whose children are refused admission to the school have the right of appeal. The appeal must be made in writing within 14 days of receipt of the letter of refusal to admit. Information on the appeal procedure together with an appeal form will be sent with the LA's letter (on behalf of the governors) of refusal to admit. If you applied on-line the refusal letter will be posted to you on 16 April 2014. Appeal forms, waiting list forms and information on the appeal procedure are available at www.iwight.com/schooladmissions. The form should be returned to the Clerk to the Appeal Committee, Committee Services, County Hall, Newport PO30 1UD. Any appeals will then be heard by an independent appeals panel.

Mid-year admissions

Applications for Year R and/or other year groups made during the year outside the normal admissions round will be dealt with promptly. A completed common application form must be submitted. Parents are also advised to complete a supplementary information form if applicable, to ensure governors have all the additional information necessary to assist them in applying the oversubscription criteria where necessary.

If the year group is undersubscribed, the child will be admitted. Otherwise, the child will be included on the waiting list. In certain circumstances, certain children can

be admitted even if the year group is full. These include the following:

- Children of UK service personnel. The governing body may admit up to a maximum of two children of UK personnel subject to proof of posting and relocation date or children of crown servants returning from overseas to live in that area. The decision made will be based on all the circumstances relating to the family and child and the impact on the school including the provision of efficient education and the efficient use of resources (as described in the guidance of Portsmouth City Council about mid-year applications).
- Children with a statement of special educational needs naming the school.

Waiting list

A waiting list will be maintained by the school using the categories and criteria outlined in this policy.

It will be for parents to request that their child's name be included on a waiting list, it will not be added automatically by the school. Children will remain on the waiting list for one year.

Fair access protocol

The local authority has a 'fair access protocol' which prioritises admissions for certain categories of school age children. This protocol relates to admission applications throughout the year. The protocol will take priority above the school's admission policy for those on a school's waiting list and the LA may require schools to admit above their published admission limit.

ADMISSION TO FOUNDATION TRUST SCHOOLS 2014/2015

Queengate foundation primary school admissions policy 2014/2015

Queensgate Foundation Primary School has agreed to follow the same admissions procedure as the local authority and parents should refer to the following documents from the local authority for general guidance with regards to applying for places.

Parents whose children are starting in reception should apply online via www.iwight.com/schooladmissions ensuring deadline dates are adhered to, who will pass the application to Queensgate Foundation Primary School.

Local authority general guidance can be accessed via the following link: www.iwight.com/schooladmissions

Please note these links were correct at the time of publishing.

Admissions to Queensgate Foundation Primary School Reception/KS1 are limited to 60 pupils for each year group.

These arrangements and the admissions criteria (below) are reviewed annually. When there are more applications than there are places available, the governing body will admit pupils according to the following criteria, which are listed in order of priority.

Criteria for allocation of places

Pupils with special educational needs who have a particular school named in their statement must be admitted to the school. For further information please contact the special educational needs section on (01983) 821000 or SEN@iow.gov.uk. These children will be included in the admissions number of the school.

Admissions criteria order of priority:

- 1 Children who are in the care of a local authority.
- 2 Pupils with a specific medical condition, confirmed by a consultant paediatrician or similar health professional, which makes a particular school the most appropriate.

(Any application for a place at a particular school for medical reasons must be supported by independent evidence supplied at the time of application confirming the reasons why attendance at the school is essential or that this school is most suitable and the difficulties that would be caused if the child had to attend another school).

- 3 Pupils who, at the time of application, have an elder brother or sister who is already at the school and who will still be in attendance at the school in September 2014.
- 4 Pupils for whom the school is the nearest primary to their home address.

If there are more applicants than remaining places within any of the above criteria, the home-to-school distance will be used as a tiebreaker with those living closest being offered places first.

Example: If we can offer places at a school to pupils in the first three criteria, but there are not enough places for all those children in criterion four, we will measure in a straight line using the local authority's Geographical Information System (GIS) from the centre of the building of the home address to the centre of the school building, with those living

closest to the school receiving the higher priority. If the distances are equal (for example with a block of flats) lots will be drawn by an independent person to determine the allocation.

If only one place at a school is available within the admissions number and there are twins or multiple birth in the family who have the next highest priority within the oversubscription criteria, they will be treated as one applicant.

Late applications

If application forms are received late by the local authority, even a day later, and Queensgate is full as a result of applications sent in on time, your child will not get a place at Queensgate, even if you live in the priority area. If this happens you can appeal. Also, your child's name will be placed on a waiting list or you can request to be placed on the waiting list of an aided school.

In-year admissions criteria order of priority

The above criteria will be applied if in year vacancies arise during the school year and there are more applicants than places.

ADMISSION TO ACADEMIES 2014/2015

Northwood Primary School admissions policy 2014/2015

Admissions arrangements for September 2014 Entry

These arrangements are established in accordance with Annex B of the academy's funding agreement.

The school is Northwood Primary School and the academy trust is Northwood Primary School Academy Trust.

Northwood Primary School Academy Trust is the admissions authority. Admissions are centrally co-ordinated by the Isle of Wight Council.

The Admissions Process

The timetable and procedures for admissions are set out in both the School Admissions Code and the School Admissions Regulations 2012. The admissions timeline applies to all state funded schools including academies and free schools (through their funding agreement).

Local authorities have a key role in providing information to parents on admission arrangements and schools in their area and in co-ordinating school admissions for parents for all state funded schools. Local authorities will also be notified and have oversight of the outcome of all in-year applications.

The Isle of Wight Council operates a timetabled co-ordinated admissions procedure for all primary schools in line with the above legislation and will manage this process according to the scheme which they will publish annually in their admissions booklet.

The closing date for online common application forms (admission forms) to be received by the Isle of Wight Council will be as published in their admissions booklet for that year. Also contained in the booklet will be information on dates for notification to parents of admissions decisions and closing dates for accepting places or lodging appeals.

It is Northwood Primary School Academy Trust, as the admissions authority for the school, who will allocate the available places at Northwood Primary School in line with their own admissions policy.

Admission number

The school has an agreed admission number of 30 pupils for entry in reception class (this is the published admission number or PAN). The school will accordingly admit up to 30 pupils in the relevant age group each year if sufficient applications are received. All applicants will be admitted if 30 or fewer apply.

Oversubscription criteria

If the school is oversubscribed, after the admission of pupils with a statement of special educational needs where the school is named in the statement, priority for admission will be given to those children who meet the criteria set out below, in order:

- 1 Children who are in the care of a local authority or children who have previously been in care but immediately after being in care became subject to an adoption, residence or special guardianship order⁴.
- 2 Pupils with a specific medical condition, confirmed by a consultant paediatrician or similar health professional, which makes Northwood Primary School the most appropriate school for them. (Any application for a place at Northwood Primary School for medical reasons must be supported by independent evidence supplied at the time of application confirming the reasons why attendance at Northwood Primary School is essential or that Northwood Primary School is most suitable and the difficulties that would be caused if the child had to attend another school);

⁴ - An adoption order is an order under section 46 of the Adoption and Children Act 2001. A residence order is an order settling the arrangements to be made as the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or guardians).

- 3 Children who have an elder sibling:
 - a) who is on roll at Northwood Primary School at the time of application; and
 - b) who will still be on roll at Northwood Primary School at the start of the following academic year.
- 4 Children of Northwood Primary School staff in either or both of the following circumstances:
 - a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made; and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- 5 Children for whom the school is the closest primary school to their home address at the time of application.
- 6 Children for whom the school is not the closest primary school to their home address at the time of application.

If there are more applicants than remaining places within any of the above criteria the home-to-school distance will be used as a tiebreaker with those living closer being offered places first. Home to school distance will be measured in a straight line using a geographical information system (GIS) from the centre of the building of the home address to the centre of the school building.

In the event of a tie between two or more children when applying home to school distance as a tie-breaker and where there are not enough places to offer all those children a place at the school a random allocation will be carried out. This will be in the form of a 'lucky dip' which will be overseen by an independent person. Where twins or children from multiple births are part of a random allocation process they will be considered as one applicant.

Waiting list

Subject to any provisions in the Isle of Wight Council's coordinated admission scheme, Northwood Primary School will operate a waiting list. Where in any year there are more applications for places than there are places available, a waiting list will operate until the end of the first term of the academic year.

Northwood Primary School will maintain the waiting list and any parent/carer may request that their child's name is added to the waiting list, following an unsuccessful application for a place at the school. Each child added to the list will require the list to be ranked again in line with the published oversubscription criteria.

Priority will not be given to children based on the date their application was received or their name was added to the waiting list. Looked after children, previously looked after children, and those allocated a place at the school in accordance with a Fair Access Protocol, will take precedence over those on the waiting list.

If you require any further information about applying for a place at Northwood Primary School, please contact:
Mandy Airey, School Business Manager, Northwood Primary School, Wyatts Lane, Northwood, Cowes, Isle of Wight PO31 8PU
Tel: 01983 293392
Email: admin.northwoodpri@lineone.net

Glossary

Academic year

A period commencing with 1 August and ending with the next 31 July, as defined by the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012.

Admission authority

The body responsible for setting and applying a school's admission arrangements. For community or voluntary controlled schools, this body is the local authority unless it has agreed to delegate responsibility to the governing body. For foundation or voluntary aided schools, this body is the governing body of the school. For academies, this body is the Academy Trust.

Admission arrangements

The overall procedure, practices and oversubscription criteria used in deciding the allocation of school places including any device or means used to determine whether a school place is to be offered.

Admission number or published admission number (PAN)

The number of school places that the admission authority must offer in each relevant age group of a school for which it is the admission authority. Admission numbers are part of a school's admission arrangements.

Online common application form

The form parents complete, listing their preferred choices of schools (including academies), and then submit to local authorities when applying for a school place for their child as part of the local co-ordination scheme, during the normal admissions round. Parents must be allowed to express a preference for a minimum of three schools on the relevant common application form as determined by their local authority. Local authorities may allow parents to express a higher number of preferences if they wish.

Co-ordination/Co-ordinated scheme

The process by which local authorities co-ordinate the distribution of offers of places for schools in their area. All local authorities are required to co-ordinate the normal admissions round for primary and secondary schools (including academies) in their area. Schools can take in-year applications directly from parents, provided they notify their local authority of each application and its outcome.

Home address

The address on the Island where you and your child usually live. The address of children who have parents with shared responsibility should be agreed by the parents. If no agreement can be reached then the address of the parent who is eligible for receipt of child benefit for the child will be used to establish the child's home address for school admission purposes.

Looked after children (see also previously looked after children)

Children who are in the care of local authorities as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to a school.

National offer day

The day each year on which local authorities are required to send the offer of a school place to all parents of secondary age pupils in their area. For secondary pupils, offers are sent out by the home local authority on 3 March. For primary pupils, this will be on a locally determined date in 2013, then on 16 April from 2014 onwards.

Normal admissions round

The period during which parents are invited to express a minimum of three preferences for a place at any state-funded school, in rank order on the common application form provided by their home local authority. This period usually follows publication of the local authority composite prospectus on 12 September, with the deadlines for parental applications of 31 October (for secondary places) and 15 January (for primary places), and subsequent offers made to parents on national offer day as defined above.

Oversubscription

Where a school has a higher number of applicants than the school's published admission number.

Oversubscription criteria

This refers to the published criteria that an admission authority applies when a school has more applications than places available in order to decide which children will be allocated a place.

Parent

A parent is any person who has parental responsibility for a child which is defined in the Children Act 1989 as all the rights, duties, powers, responsibilities and authority, which by law a parent of a child has in relation to the child and his property. Where responsibility for a child is 'shared', the person eligible to receive child benefit is deemed to be the parent responsible for completing the application form, and whose address will be used for admissions purposes.

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 residence order or special guardianship order).

Reception class

Defined by Section 142 of the SSFA 1998. An entry class to primary schools providing education suitable for children aged five and any children who are under or over five years old whom it is expedient to educate with pupils of that age.

Relevant age group

The age group to which children are normally admitted. Each relevant age group must have admission arrangements, including an admission number. Some schools (for example schools with sixth forms which admit children into the sixth form) may have more than one relevant age group.

Sibling

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.

Statement of special educational need (SEN)

A statement of special educational need is a statement made by the local authority under Section 324 of the Education Act 1996, specifying the special educational provision required for that child

Waiting lists

A list of children held and maintained by the admission authority when the school has allocated all of its places, on which children are ranked in priority order against the school's published oversubscription criteria.

St Blasius admissions policy

St Blasius Shanklin Church of England Primary School for the academic year 2014/2015 will adopt the common

admissions policy for Isle of Wight community and controlled schools.

Weston Academy admissions policy

These arrangements are established in accordance with Annex 1 of the academy's supplemental funding agreement.

The school is Weston Academy and the sponsors are The Academies Enterprise Trust. The governing body of Weston Academy is the admissions authority. Admissions are centrally co-ordinated by the Isle of Wight local authority.

The admissions timetable

The Isle of Wight local authority operates a timetabled co-ordinated admissions procedure for all primary schools in line with Government legislation.

The local authority will manage the process on behalf of Weston Academy according to the scheme which they will publish annually in their admissions booklet, but it is still the governing body, as the admissions authority for the school, who will allocate the available places in line with this policy. The closing date for online admission application forms

to be received by the local authority will be as published in their admissions booklet for that year. Also contained in that booklet will be information on dates for notification to parents of admissions decisions and closing dates for accepting places or lodging appeals.

Admission number

The Weston Academy has an agreed admission number of 30 pupils for entry in Reception. This is the published admission number (PAN) for the academy. The academy will accordingly admit at least 30 pupils in the relevant age group each year if sufficient applications are received. All applicants will be admitted if 30 or fewer apply.

Oversubscription criteria

The academy will admit pupils with statements of special educational needs where the school is named in the statement. After those admissions, priority for admission

will be given to those children who meet the criteria set out below, in priority order:

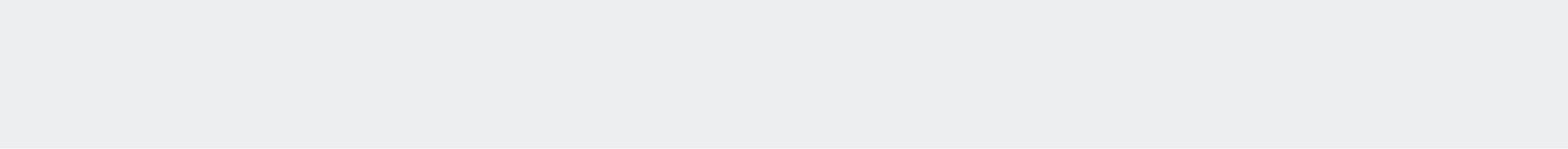
- 1 Looked after children.
- 2 Children who have an exceptional medical or social need requiring attendance at a particular school rather than any other school. Such needs must be supported, at the time of application, by reports or letters from suitable professionals such as GPs, consultants or social workers. Circumstances cannot be taken into account unless information is provided at the time of application and failure to provide such information at that stage may therefore affect whether or not the children are allocated places at the preferred schools. All information submitted will be regarded as confidential.
- 3 Children who have an elder sibling at the school who will be on roll at Weston Academy at the start of the 2014/15 academic year.
- 4 Children for whom the school is the closest primary school to their home address at the time of application.
- 5 Children for whom the school is not the closest primary school to their home address at the time of application.

It is possible that the admissions number of the school will be reached in any one of the categories set out above. For this reason, all applications will be prioritised according to the rules described. Decisions will be made about the offer of places in accordance with those priorities. If it is necessary to use a tie-breaker to distinguish between two or more applications, a distance criterion will be used. We will give priority to the applicants who live nearest to the school as measured by a straight line from the school site that was on the original application for a place.

Operation of waiting lists

Subject to any provisions regarding waiting lists in the Isle of Wight local authority coordinated admission scheme, the academy will operate a waiting list. Where in any year the academy receives more applications for places than there are places available, a waiting list will operate until the end of the first school term. This will be maintained by the academy and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. Places from the waiting list will be offered in the priority order set out above, not in order of the date applications are made.

If you require any further information about applying for a place at Weston Academy, please contact the school.
Weston Academy, Weston Road, Totland Bay, Isle of Wight,
PO39 0HA
Tel: 01983 752126
Email: admin@westonprimaryacademy.org





If you have difficulty understanding this document, please contact us on 01983 821000 and we will do our best to help you.

Arabic

إذا كان لديك صعوبة في فهم هذه الوثيقة، الرجاء الاتصال بنا على هاتف رقم 01983 821000 وسوف نبذل قصارى جهدنا لمساعدتك.

Hindi

यदि आपको इस दस्तावेज़ को समझने में कठिनाई पेश आ रही है तो, कृपया हमारे साथ 01983 821000 पर सम्पर्क करें और हम आपकी सहायता करने का पूरा प्रयास करेंगे।

Punjabi

ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਹ ਦਸਤਾਵੇਜ਼ ਸਮਝਣ ਵਿੱਚ ਮੁਸ਼ਕਲ ਪੇਸ਼ ਆ ਰਹੀ ਹੈ ਤਾਂ ਕ੍ਰਿਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ 01983 821000 'ਤੇ ਸੰਪਰਕ ਕਰੋ ਅਤੇ ਅਸੀਂ ਤੁਹਾਡੀ ਸਹਾਇਤਾ ਕਰਨ ਦੀ ਪੂਰੀ ਕੋਸ਼ਿਸ਼ ਕਰਾਂਗੇ।

Urdu

اگر آپ کو اس دستاویز کو سمجھنے میں مشکلات کا سامنا ہو تو برائے مہربانی ہم سے اس نمبر پر رابطہ کیجئے 01983 821000 اور ہم آپ کی مدد کرنے کے لئے ہر ممکن کوشش کریں گے۔

Chinese

如果您对此份文件难以理解，请致电01983821000与我们联系。我们将力尽所能帮助您。

Bengali

এই তথ্য বুঝতে না পারলে অনুগ্রহ করে আমাদেরকে 01983 821000 নাম্বারে ফোন করবেন। আমরা আপনাকে যথাসাধ্য সাহায্য করবো।

Polish

Jeśli mają Państwo trudności w zrozumieniu niniejszego dokumentu, prosimy o kontakt z nami pod numerem 01983 821000 – dołożymy wszelkich starań, by Państwu pomóc.

French

Si vous avez des difficultés à comprendre ce document, veuillez nous appeler au 01983 821000 et nous ferons de notre mieux pour vous aider.

Italian

Per ulteriori chiarimenti su questo documento, Vi preghiamo di contattarci per telefono al numero 01983 821000 dove riceverete la nostra migliore attenzione.

German

Sollte es Ihnen Schwierigkeiten bereiten, dieses Dokument zu verstehen, rufen Sie uns bitte an unter 01983 821000, und wir werden unser Bestes tun, um Ihnen zu helfen.

Hungarian

Ha nehézséget okoz e dokumentum értelmzése, kérjük, forduljon hozzánk a 01983 821000 számon, és minden tőlünk telhetőt megteszünk, hogy segítsünk.

Spanish

Si tiene dificultad para entender este documento, por favor póngase en contacto con nosotros llamando al número 01983 821000 y haremos todo lo posible para ayudarle.

Romanian

Dacă aveți dificultăți în înțelegerea acestui document, vă rugăm să ne contactați la numărul 01983 821000 și vom face tot ceea ce putem să vă ajutăm.

School Admissions Isle of Wight Council

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