



Featherby Junior School

Admissions Policy

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FEATHERBY JUNIOR SCHOOL

Admissions Policy

The purpose of this Policy is to ensure a fair and consistent approach to school admissions paying due regard to the Local Authority (LA) admissions criteria. The Local Authority Admissions Information can be found on their website (www.medway.gov.uk)

Aims

It is an important part of the school philosophy that all visitors receive a warm welcome. Any parent expressing an interest in the school is invited to make an appointment to see the Executive Headteacher or Head of School at the earliest opportunity. This is regardless of the likelihood of a firm offer of a place in the required cohort. We consider it necessary to maintain a high profile for the school.

If it is subsequently impossible to offer a place to a child we feel that we have at least made available the opportunity of discussing the particular needs of the child and have given professional advice as appropriate. It is the case that places sometimes become unexpectedly available. The Published Admission Number (PAN) for the school is 90 per year group (360 for the school)

The criteria for over subscription follows LA procedures in their current application form.

Admissions Procedure

Featherby Junior School is a 'Community School' and the LA is therefore the Admissions Authority for the school.

As a Junior School, pupils are admitted in Year 3 (at the start of Key Stage 2). The LA publishes details of the admissions processes for pupils transferring to a new school at the start of Key Stage 2 (e.g for pupils moving from an Infant School to a Junior School) in a booklet each year which also gives information about how parents can apply for a place in the school of their choice. On the application form, parents are able to express a preference for the school of their choice. Expressing a preference does not guarantee a place.

Featherby Junior School is federated with Featherby Infant a Nursery School (sharing an Executive Headteacher and a Governing Body). There is a link agreement between the two schools where all children who attend the Infant School have a higher priority for a place at the Junior School.

Application forms can be completed online (details in the admissions processes booklet) or by obtaining a form from the Medway Student Services team. It is important that these forms are completed and returned by the date given.

The LA notifies parents of school places as soon as all the applications have been considered and places allocated.

Casual/ in year admissions

A casual in-year admission is either for a new applicant who is moving to Medway, or an existing resident attending a Medway school who wishes to transfer. As this would be an entry into a year group outside the normal admission procedures there is a separate procedure to follow and a different form to be completed and returned to Medway Student Services Team.

Appeals

If a child is not offered a place at the school, it is because the school has reached its PAN.

If a parent wishes to appeal against a decision to refuse entry, they can do so by appealing to the LA. An independent Appeals Panel then meets to consider all appeals by parents who have not been able to get a place at the school of their choice and wish to appeal against the decision. An appeals Panel's decision is binding for all parties concerned. (Details of appeal arrangements are set out in the School Admissions Appeals Code – February 2012)