

St Paul's Church of England Primary School



Policy

Policy Title	Admissions Policy Statement
Responsibility of:	Full Governing Body



Admissions Policy Statement

Aims of our admissions policy

As a Church of England Primary School, St Paul's seeks to provide a distinctively Christian yet inclusive environment in which each child is motivated to acquire skills for life, a love of learning and a sense of responsibility for themselves and others. The Governors welcome applications from parents of this faith, of other faiths or from those of no faith. However all parents are expected to respect the Christian ethos of the school.

The Governors of St Paul's are the Admission Authority for the school and have agreed with the Local Authority, a Published Admission Number of 60 at the age of 4+. In addition, they have determined admission criteria which will be strictly applied, as soon as the school is over-subscribed.

This policy statement **must** be read in conjunction with the relevant academic year's admissions criteria.

Procedure

As the admission authorities for St. Paul's C of E Primary school, the Governing Body will not consult on admission arrangements for a specific academic year unless changes are proposed or unless consultation has not taken place within the last seven years.

If the governing Body wishes to change the admission criteria then a consultation process must be followed as specified below.

To operate within the legal timescale, consultation will take place during the late autumn term and early spring term. Admissions arrangements for the September intake must, by statute, be proposed and have undergone consultation by 1 March of the preceding calendar year (ie. March 2014 for September 2015 intake). They must then be determined by 15 April.

We will notify Surrey's Admissions team by the end of the autumn term on whether or not we intend to consult on our admission arrangements for a specific academic year so that the Local Authority can monitor and respond to consultations as necessary.

Once admission arrangements have been determined we will send a copy of the criteria to the Admissions Team by 1 May and place a copy on the school's website.