

# Roundwood Primary School

## ADMISSIONS POLICY

Roundwood Primary School is a Buckinghamshire County Council maintained school for children of 4-11 years of age. There is an admission number of 27 children for each year group at both sites

The school has a large catchment area and includes the following villages:- Gawcott, Preston Bissett, Chetwode, Barton Hartshorn, Hillesden Tingewick, Westbury, Shalstone, Little Tingewick, Water Stratford, Turweston and Biddlesden. Please contact the school if you are unsure of the catchment area or do a post code check on the web :-

<http://www.buckscc.gov.uk/bcc/content/index.jsp?contentid=657970117>

Children from outside the reserved area are welcome to apply for a place at the school subject to availability. If the school is oversubscribed places will be allocated by the Local Education Authority using the following criteria:-

Rule 1 Children in Care

Rule 2. Children living within the **catchment area** of the school.

Rule 3 Siblings of children who are attending the school or at a linked primary school on the date of admission who are in Reception - Year 5 at the time allocations are made or who have already been offered a place to start in the current academic year at the school

Rule 4 Children who have exceptional medical or social needs, which can only be met at that school, supported by written evidence from an appropriate professional person

Rule 5 Children attending a primary school linked to the school named in the list of 'linked schools' at the time the allocations are made (pages 31-68 of the Guide for Parents)

Rule 6 Once the above rules have been applied, then any further places will be offered in distance order, using the distance between the family's **normal home address** and the school's nearest entrance gate, offering the closest first. We use the **shortest appropriate route**

For further clarification please read 'Admission to Primary School' on [www.buckscc.gov.uk/admissions](http://www.buckscc.gov.uk/admissions).

The Primary School over subscription criteria are applied in the following order:

1. To in – area first preferences
2. To out- area first preferences
3. To in-area , then out-area second preferences

At each stage, late preferences are considered after preferences expressed by the deadline.

In the event of an unsuccessful application, parents may choose to appeal through the Bucks County Council Appeal procedure. Details of this will be provided by the school.

## **DATES FOR ADMISSION**

### **Foundation Stage**

Parents are able to apply for a place for their child in the Foundation Stage Class at the beginning of the term following their **4<sup>th</sup>** birthday. The Foundation Stage is split into two – Foundation Stage 1 (Nursery) and Foundation Stage 2 (Reception)

Compulsory full-time schooling begins in the term following a child's **5<sup>th</sup>** birthday.

Children born between **September 1<sup>st</sup>** and **December 31<sup>st</sup>** are able to start school in Foundation Stage 1 in January and can attend part-time until September when they will become full-time.

Children born between **January 1<sup>st</sup>** and **April 30<sup>th</sup>** are able to start school in Foundation Stage 1 after Easter and can attend part-time until September when they will become full-time. Children born between **May 1<sup>st</sup>** and **August 31<sup>st</sup>** are able to start school, in Foundation Stage 2, full time in September.

**Please note that entry into Foundation Stage 1 does not guarantee admission to the main school.** The application procedure outlined in the book 'Guide for Parents' needs to be followed. This includes filling in the form and returning it to the Admissions Team at County Hall or completing the form on line. Our school has an inclusive ethos. Children will be admitted regardless of disability, race, gender or background (subject to the school being able to cater for their needs in the case of SEN)

### **In Year Admissions**

If you would like your child to attend Roundwood Primary following a family move or for any other reason, you will need to contact the Admissions Department at Bucks CC. Following Admissions Guidance no school is allowed to admit children without the Admissions Department being contacted by parents / carers. For further information please contact the Headteacher.

### **Home to School Transport**

The County council provides school transport to a child's nearest school providing it is over the statutory walking distance of 2 miles for a child who is under eight and 3 miles for those who are over eight. Occasionally other schools also qualify if there are longstanding patterns of attendance and /or formal links at Junior Transfer may also qualify for transport.

In all cases if your child starts school before the term in which they become five they are not entitled to transport until the term in which they become five.

## **ARRANGEMENTS FOR VISITS**

Parents who wish to come and visit the school may do so by pre-arranged appointment; please contact the school office at either site.

The Governors will ensure the provision for Foundation Stage children is appropriate and follows the Foundation Stage Curriculum.

Signed: ..... Date: .....

Signed: ..... Date: .....

This policy will be reviewed every five years.

Policy Review Date: .....