



ST. OSWALD'S CHURCH IN WALES V. A. SCHOOL

ADMISSIONS POLICY

January 2025

This policy will apply to admissions during 2025-2026

'Learning and growing hand in hand together, following the footsteps of Jesus.'

PREAMBLE

1. The policy and arrangements set out below are governed by the relevant parts of education legislation and the provision of the school's Trust Deed.

RIGHTS OF PARENTS

2. The school seeks to provide places for all children who reside within the catchment area. However, any parent may apply for his/her child to be admitted to the school. A form of application can be obtained from the school office which must be returned to the Chairperson of St. Oswald's Governing Body. Parents must also apply via the Pembrokeshire County Council website.
3. If a child is refused admission the parent may, within a period of 14 days, appeal against the decision to a Panel constituted for that purpose in accordance with the provisions of the Education Acts. Information on how to appeal will be given by the Headteacher at the time of the original decision. All appeals must be submitted to the Chairperson of St. Oswald's Governing Body.

NUMBER OF PUPILS TO BE ADMITTED

4. The school's admission number, established on the basis of the relevant legislation is that 17 pupils will be admitted to Nursery Class or up to that number. The closing date for applications to Nursery is 30th April preceding the calendar year in which the school place is required. Parents will be notified of the success of their application by the 31st July.
5. In line with the local authority's school admission policies, application for admission to St. Oswald's V. A. School will be made in line with parental preference. Applications are to be made online through Pembrokeshire County Council's (PCC) online admissions system.
6. PCC forward the application via PDF to the school for consideration. The school will confirm with PCC of the number status of the year group/class/es applied for.

7. Where the admission number is not exceeded the school would contact the parent/s of the child who have applied for a place. A request to complete a school admission form is made (this must be completed). The school encourages a visit to view the school through meeting with the parent/s and child prior to starting.
8. Where the admission number is exceeded, the same arrangements apply as above. The parents will be informed of the school's waiting list and procedures around this.
9. Applying Outside the Normal Admissions Round Moving into the Area
Parents planning to move into the area should apply no earlier than a term in advance of their children's anticipated start date. Applications received more than a term in advance will be held until the appropriate time. Delays in moving into the area may result in offers being withdrawn, unless good reason is given. School Transfers during the year and changing schools requires serious consideration and should, in the first instance, be fully discussed with the Headteacher of your child's present school. Should parents still need to transfer their child from one school to another then they must apply through submitting an online application which will be treated in the same way as any other application for admission.
10. The closing date for Nursery applications for Sept 2026 is 30th April 2026. Admission for Reception in Sept 2026 must be made by 31st January 2026.
11. Waiting lists - we keep children on the waiting list for a Reception place until 30th September and then ask parents if they would like their child's name to remain on the waiting list until the end of the academic year. All others remain on the waiting list until the end of the academic year they have applied for.
12. Children are eligible to attend school on a part-time basis from the first term after their third birthday and full-time basis from the first term after their fourth birthday. Please note that compulsory education commences from the term following their fifth birthday. The date of your child's birthday determines when he or she can start school, regardless of the date when the term starts and the table below shows when your child may be admitted to school. Parents can opt to defer their child's start date anytime up until the child is of compulsory school age; for more information please contact the school.

Child's birthday falls between Nursery Admission Term

1 April - 31 August - Autumn

1 September - 31 December - Spring

1 January - 31 March - Summer

Children may attend St Oswald's School full time at the start of the term following their fourth birthday.

CRITERIA FOR DETERMINING ADMISSIONS

13.If the number of children whose parents are seeking admission to the school exceeds the number of places available offers will be made in the following order of priority:

- a)Current and former looked after children (children who are looked after by the Local Authority in accordance with Section 22 of the Children Act 1989)
- b) Children with brothers or sisters, these being determined as foster, adopted or permanently living at the same address, who attend the school at the date of the proposed admission.
- c) Children who live in the catchment area of the school.
- d) Children from families living outside the area who are regular communicants at an Anglican Church.
- e) Children from families of other Christian denominations from outside the area as defined in 2 above whose parents wish them to be educated in an Anglican Church School.
- f) Children from families outside the area who are not active Christian worshippers but whose parents wish their children to be educated in an Anglican Church School.
- g) Children with parents / carers who are active members of the armed forces or were members of the armed forces no more than six years before the date of the admission application.

- **If the school is named in an Individual Development Plan (IDP), the Governing body has a duty to admit the child to the school.**
13. There is, in all instances a 'right of appeal' against a decision that has been made with regard to the refusal of an application for admission which must be made to the Chairperson of the Governing Body.
14. This policy is reviewed annually and consulted with between all VA and VC schools in Pembrokeshire, the Diocesan Director and between Pembrokeshire Carmarthenshire and Ceredigion Local Authorities as part of the consultation process.
15. St Oswald's V.A. School is committed to ensuring the highest standards of Data Protection. We will treat all personal data as we would expect our own personal data to be treated, i.e. with respect, integrity, confidentiality and in accordance with the GDPR and other Data Protection laws. Our Privacy Notice is available on the school website <http://www.stoswaldsvajeffreyston.com/>

Reviewed January 2025