

Admissions Statement 2018-19

(For children born between 1 September 2014 and 31 August 2015 (inclusive) and start in Reception in September 2019)

Policy Updated: September 2018
Future Review: September 2019



Nurture ~ Believe ~ Discover ~ Achieve

Our vision for Woodstock CE Primary School reflects a passionate commitment to learning and recognition of the uniqueness of individual learners. It is driven by our desire to offer the best possible education for our pupils in partnership with parents, the church and the local community.

WOODSTOCK CE PRIMARY SCHOOL IS A CENTRE:

- For learning where high standards are pursued with consistency and enthusiasm.
- Where individuals are valued and helped to achieve their personal best
- Where effective partnerships secure the success of the school.

“For I know the plans I have for you”, declares the Lord, “plans to prosper you and not to harm you, plans to give you hope and a future.”

Jeremiah 29, v11



Woodstock CE Primary School serves the town of Woodstock, the village of Begbroke, and surrounding hamlets. A map of the school's designated area is available from the school office.

Woodstock is an expanding town, and in response to meeting the need for additional places, in September 2011 the school governors in agreement with the Local Authority increased the school's admission number per year group to 45. Children who live in the catchment area are allocated places until the admission limit in each year is reached. If there are not enough children living in the catchment area to fill all the places, children from outside the catchment area can be allocated a place.

When a year group is full, parents can appeal to the Local Authority. The Authority can direct the school to exceed its admission number and allocate a place. Before doing this, the Authority will consult with the Headteacher and governors to assess the impact on the school of exceeding the admission number, the needs of the child and whether the child could be accommodated at another school. Any parent wishing to make an appeal should contact the school office for information on how to proceed.

For entry to the Foundation Stage, a booklet, 'Starting School' is available for collection in any Oxfordshire Primary School or from the Admissions Team in Oxfordshire County Council. Parents are recommended to apply for a school place using the on-line system by following this [link](#). Please remember that it is the responsibility of parents/carers to apply for a school place. Parents have the opportunity to list three different preferences for a school place and it is strongly advised that all three preferences are used.

Here are some common questions parents sometimes ask in connection with admissions:

1. When do I have to apply for a place for our child?

You **must** make an application for your child to start primary school for the first time in the Autumn Term after your child's third birthday (even if your child already attends a Nursery which is part of a school).

2. Would it be possible for us to come and look round Woodstock CE Primary School before we apply for a place for our child?

We would be very happy to offer you a tour of our school and arrange for you to meet our Headteacher, Lisa Rowe, so that you can find out more about our school. Please phone the school office on 01993 812209 and speak to Jo Baxter to make an appointment.

You are about to make a most important family decision, and we believe it essential that you visit any school you are considering for your child.

If you live outside the catchment area, you are still welcome to come and see us. We do, however, advise you to visit your own catchment area school as well.

3. How do I apply for a place at Woodstock CE Primary School?

All admissions for primary school places are administered by the Local Authority (LA). Application for the Foundation Stage or for other year group transfers can be completed on-line. The school

can provide a copy of the relevant form when you visit or they can be downloaded from the County Council website.

4. What happens if I move into the area and I would like my child to attend Woodstock CE Primary School?

We are very happy to admit children into the school at any stage in their primary education if a place is available – application for a place needs to be made through the Local Authority. Please contact the School Office on 01993 812209 to make an appointment to meet Lisa Rowe, Head teacher and tour the school.

5. How are places at the school decided?

School places are allocated by the LA. Catchment area is one of the ways that places at schools are decided. There are other factors, such as whether a child has a brother or sister at the school, or whether they have special educational needs. The Admission Rules available on the Oxfordshire County Council website give more detail about how places are decided.

6. What happens if there are too many applications?

There are specific criteria published by the LA which apply to the allocation of places in an over-subscribed school. You will find these included in the booklet "Starting School" which is available online. Parents have the right to appeal if their request for a place is turned down – full details are available on the County Council website.

7. What dates should I be aware of?

For entry to the Foundation Stage in September 2019 the following dates apply:

September 2018

Starting School & Stepping Up documents available on the Oxfordshire County Council website

25 October 2018

Online and paper applications accepted from this date. "Starting School" and "Stepping Up" information available on request from schools and the LA; applications accepted from this date

15 January 2019

National closing date for on-time applications for primary school

6 February 2019

Last date for confirmation of change of address and for late applications with extenuating circumstances to be considered as on-time

16 April 2019

National Offer Day: letters sent (by second class post) and emails (for online applicants) sent detailing the offer of a school place

3 May 2019

Deadline for submitting response form, continued interest forms, late applications and changes of preference

12 June 2019

Second allocation round: letters sent after first run of continued interest list and late applications

September 2019

Start of the school year

8. Can I appeal if my child is not offered a place?

Yes - you have the right of appeal to a local appeals committee if your application for a place for your child is refused by the LA. Details of how to do this will be sent at the time of notification of places by the LA.

9. When will my child start school?

Children are offered full time places in the September of the school year of their fifth birthday. Parents can elect to defer a Reception place until the term a child turns 5 years.

10. What happens before my child starts school?

Our aim is to make your child's entry to school as happy and confident as possible. Children are invited to attend the Reception Class for two morning sessions toward the end of the Summer Term, to meet staff and other children, and to familiarise themselves with their new surroundings. Parents are invited to attend an Induction Evening to meet key staff, find out about routines and the Early Years Foundation Stage Curriculum, and have any questions answered.

Any children joining in other year groups will be invited to visit for either a whole or half-day prior to starting, to familiarise themselves with their new school.

Admission into the School's Nursery

Children generally start Nursery the term after their 3rd birthday, based on a 3-term year. Parents, who would like their child to attend a LA Nursery attached to a school, should apply directly to the school when their child is two years of age.

To apply for a place at Woodstock CE Primary School Nursery, parents should call into, or phone the school office on 01993 812209 to make an appointment to have a tour of the Nursery and meet Lisa Rowe and Ellie Green our Nursery Teacher who will explain the arrangements for applying for a place.

In-line with all Oxfordshire County Council Nurseries we follow the Admissions Policy set out in the 'Admissions Policy for Local Authority Nurseries and Nursery Classes 2014-15'. This can be accessed by clicking on the link below.

There are up to 52 part-time places in the Nursery. Parents are offered morning or afternoon sessions during term time; or full-time if eligible for the 30-hour funded childcare

Sessions run:	Morning	8.30 – 11.30am
	Afternoon	12.15 – 3.15pm

When more applications are received than there are places available, the County Council criteria will be applied. These closely follow the admissions criteria for entry to County primary schools.