



St Bartholomew's

Church of England Primary School

Headteacher: Richard Restall
www.stbartscofeschool.org.uk

Policy for Admissions to Reception Class 2026/2027

The Governing Body of St Bartholomew's Voluntary Aided Church of England School is the Admissions Authority for the school, and they intend to admit up to 30 pupils to the Reception Year Group in September 2026. This arrangement follows consultation between the Governing Body, the Local Authority, our Diocese, all other schools in the area and all other Admission Authorities in the area.

The school is open to receive applications for admissions from parents and carers of *all* children. We must give highest priority to Children in Public Care and those with an Education, Health and Care (EHC) plan who name St Bartholomew's C of E Primary School as a preference.

In the event of the number of applications exceeding the number of places available, priority will be given to applications in the order of priority indicated below:


Over subscription criterion *(please also refer to notes and definitions)*

Children with an Education, Health and Care (EHC) plan naming St Bartholomew's C of E Primary School will always be offered places.

1. Looked-after children and children who were previously looked after, but ceased to be so because, immediately after being looked after, they became subject to an adoption, child arrangements or special guardianship order.
2. Children of parents and carers worshipping regularly and frequently at St Bartholomew's Parish Church, Benton.
3. Children with a sibling at the school at the time when they would be admitted to the school.
4. Anglicans who worship regularly and frequently at other Churches and also live in St Bartholomew's Parish.
5. Anglicans who worship regularly and frequently at other Churches.
6. Members of other Christian denominations who worship regularly and frequently at other Churches.
7. Children who have special medical needs or other special circumstances, supported by medical/professional opinion.
8. Children who currently attended our school's Nursery.
9. Other children.

"Outstanding education, underpinned by distinctively Christian values, developing our pupils academically, morally and spiritually, within and as part of the wider community."

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Evidence, such as a letter from the vicar or minister of the attended church, must accompany applications for the appropriate criterion to be applied. A certificate of baptism is not sufficient.

In the event that, during the period specified for attendance at worship, the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

Tie- Breaker

Where there are places available for some but not all applicants within a particular criterion, distance from home to school will be the deciding factor. Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the school (using the Local Authority's GIS/ONE computerised measuring system) with those living closer to the school receiving the higher priority. In all cases of the same measurement, random allocation will be used. This will be carried out independently of the school.

Waiting List

Children are placed on the waiting list, according to the above oversubscription criteria, and our school office will maintain a waiting list of applicants until 31st December each year.

Notes and Definitions

- **'Looked-After' Children** are children in the care of a Local Authority or being provided with accommodation by a Local Authority in the exercise of its social services function. An **Adoption Order** is one made under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46). A **Child Arrangements Order** is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the Children and Families Act 2014, Section 14). A **Special Guardianship** order is one appointing one or more individuals to be a child's special guardian/s (Children Act 1989, Section 14A). **Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order).**
- If a place is offered, parents are asked to let the Headteacher know whether their child has a disability. Parents should be assured that the nature of the disability is not grounds for refusing the application. The school will make every reasonable adjustment to ensure that disabled children are not put at a substantial disadvantage in accessing a full curriculum and that they will not be treated less favourably, without reasonable justification, than their able-bodied peers.
- If applicants are seeking admission under Criterion 2, 4, 5 and 6 they will be asked to provide appropriate evidence that they worship regularly and frequently e.g. a letter from the vicar/minister. Regularly and frequently is defined as attendance at least once per month over the last twelve months. It is sufficient for just one parent or carer to attend.
- If applicants are seeking admission under Criterion 7 they will be asked to provide appropriate evidence e.g. a letter from a doctor or specialist. The Governing Body

must be satisfied that there is a specified medical reason which makes attendance at this school essential.

- Sibling refers to brother or sister, half brother or sister, adopted brother or sister, stepbrother or sister, or the child of the parent or carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
- A map showing the Parish boundaries may be inspected at the school.
- Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of Governors at the school address.
- If a place is offered on the basis of false information (e.g. address or Church attendance) or if parents do not respond within the stated timescale to the offer of a place, the Governing Body reserves the right to withdraw their offer.
- **Nursery Admissions are entirely separate, and parents are asked to note that attendance at St Bartholomew's Nursery does not guarantee a place in the Reception class.**

Admission of children below compulsory school age and deferred entry to school

The School Admissions Code requires school admission authorities to provide for the admission of all children in the September following their fourth birthday. However, a child is not required to start school until they have reached compulsory school age following their fifth birthday. For summer born children (those born after 1st April) this is almost a full school year after the point at which they could first be admitted.

Some parents may feel that their child is not ready to start school in the September following their fourth birthday. Parents are entitled to request in writing that:

- their child attends part-time until they reach compulsory school age, or
- that the date their child is admitted to school is deferred until later in the same academic year or until the term in which the child reaches compulsory school age. The school will hold any deferred place for the child, although, in the majority of cases, we find that children benefit from starting at the beginning of the school year, rather than part way through it.
- that the date their child is admitted to school is deferred until the term after the child reaches compulsory school age.

The child must, however, start school full-time in the term after their fifth birthday.

If parents of summer born children wish to defer entry as outlined above and wish them to be admitted to the Reception class in the term following their fifth birthday, rather than Year 1, then parents should apply at the usual time for a place in September of the current academic year together with a written request that the child is admitted outside of his or her normal age group to the Reception class in September the following year providing supporting reasons for seeking a place outside of the normal age group. This should be discussed with the Headteacher as soon as possible. If their request is agreed, and this should be clear before the national offer day, their application for the normal age group may be withdrawn before any place is offered and they should reapply in the normal way for a Reception place in the following year. If their request is refused, the parents must decide whether to wait for any offer of a place in the current academic year (NB it will still be subject to the over-subscription criteria in this policy) or to

withdraw their application and apply for a Year 1 place the following year. Parents should be aware that the Year 1 class group may have no vacancies as it could be full with children transferring from the previous Reception class.

Further information and advice on the admission of summer born children is available on North Tyneside Council's website at www.northtyneside.gov.uk

Requests from parents for places outside a normal age group will be considered carefully e.g. for those who have missed education due to ill health. Each case will be considered on its own merits and circumstances. However, such admissions will not normally be agreed without a consensus that to do so would be in the pupil's interests. It is recommended that parents discuss their wishes with the Headteacher in advance of applying for a place. The governors may ask relevant professionals for their opinion on the case. It should be noted that if a place in the requested age group is refused, but one in the normal age group is offered then there is no right of appeal.

It must be stressed that formal applications for Reception admissions must be made to the Local Authority by the stated date. Places for Reception will then be allocated by strict application of the above criteria, with no reference to the date of any previous applications which are made to the school. Parents will be notified as to whether or not their child has been allocated a place by the Local Authority.