



ST MARY'S CHURCH OF ENGLAND PRIMARY SCHOOL ADMISSION POLICY

Introduction

The City of York Council policy for allocating primary school places is designed to be as fair as possible while ensuring that resources are used sensibly. Pupils will normally be admitted into the year group relevant to the pupil's age. Under the primary school admission arrangements, the allocation of places is based on where the child/parent lives and the preferences of the parents. Full details of City of York Primary Admissions Policy may be obtained from CYC School Admissions.

Intake Number

The maximum admission number agreed with the City of York Education Authority is 15.

Age of First Entry

Children who reach the age of 5 between the 1st of September and August 31st are admitted at the start of the Autumn Term. Parents may choose either full time or part-time provision: five mornings a week in Autumn Term only, followed by full time from January.

Priority Categories

If applications exceed the agreed intake limit, places will be allocated in accordance with the following priorities:

- First priority: Pupils looked after by the authority
- Second Priority: Pupils who live within the catchment area normally served by the school
- Third priority: Pupils considered by the LA to have exceptional social or medical needs which relate to the preferred school
- Fourth priority: Pupils with siblings at the school
- Fifth priority: Pupils who live closest to the school using the nearest available safe walking route

Waiting list

If the school is oversubscribed, the Authority will hold a waiting list for a determined period of time. The position on this list is determined by the oversubscription criteria set out in the priority categories.

Deferred Entry

Parents may opt to defer the entry of their child until the start of the term after their child turns five. It is a legal requirement that all children must enter formal full time education the term after their fifth birthday.

Confirmation of a place

The City of York Council will contact the parents directly to confirm the allocated primary place.

Right to appeal

Applicants refused a place at the school have the right of appeal. Appeals are heard by an independent appeals panel. Applicants will be able to appeal once for a place at a given school in any one school year unless any significant new information comes available which was not available at the original hearing.

Headteacher Mrs Ruth Ellis

Chair of Governors Mr. Peter Cannings

Reviewed: December 2014