

# Great Wood School Admissions Policy



The choice of school for your child is an important decision. We at Great Wood would encourage you to visit the school during the working day so that you can view the school in action and talk to staff to help you to make a judgement.

Three Open Mornings are held each year with Y6 pupils taking visitors on a tour of the school and answering questions. The Headteacher also welcomes visitors at other times. Parents of children with special needs or disabilities are encouraged to discuss with us how Great Wood can best meet their child's needs. Visiting the school's website and Facebook page can provide an insight into life at the school. Don't be afraid to ask current parents for their views.

## Starting School for the First Time

Children may start school at the beginning of the school year in which they celebrate their fifth birthday. The application process for entry into reception is handled by the Area Pupil Access Team (01524 581148 - [pupilaccessteam.north@lancashire.gov.uk](mailto:pupilaccessteam.north@lancashire.gov.uk)) based in Lancaster. Parents can register their interest in a place with the school although this does not change the process. Information, including the link to the on-line application form, can be found online at <https://www.lancashire.gov.uk/>

A transition process includes, for new starters, teacher visits to nurseries, children visiting reception twice in the summer term and then a staggered start at the beginning of the year for a maximum of ten days. Parents visit the school and can schedule a personal transition meeting with the class teacher.

## Entry into Great Wood at times other than the beginning of reception.

Whether moving into the area, or moving school due to a change of address or other reasons, the process to be put on roll at Great Wood is again managed by the Area Pupil Access Team. The form that has to be completed is on our website. Parents may wish to contact the school to find if there is a place in the year group before completing the form.

## Admissions Criteria

If the school is oversubscribed in a year group, the following criteria will be applied in priority order:

- i. Children in public care who are in public care at the time when preferences are expressed and will still be in public care when admitted to the school
- ii. Children with older brothers and sisters who will still be attending the school when the younger child starts, then
- iii. Children for whom the County Council accepts there are exceptionally strong medical, social or welfare reasons for admissions, which are directly relevant to the school,
- iv. The remaining places are allocated according to where children live. Those living nearest to the school by a walking route recognised by the Local Authority will have priority.

Brothers and sisters include step-children, half brothers and sisters, adopted and fostered children who are living at the same address. (Consideration may be given to applying the sibling rule for full brothers and sisters only when they reside at different addresses.)

If category i, ii or iii is oversubscribed, category iv will be used as a tie break.

## Appeals Process

Regulations allow parents to appeal against a decision not to offer a place at their preferred school. Once again, this is managed by the Pupil Access Team. (Contact details as above)

Reviewed by GW Governors: Autumn Term 2022