



STOKE ST MICHAEL PRIMARY SCHOOL

ADMISSIONS POLICY

This is one of the few policies not shared across the federation as Stoke St Michael is a community school, whilst Croscombe is a C of E school and require different arrangements

If you are interested in applying for a school place for your child, we highly recommend you arrange to visit the school - the Headteacher will be very happy to arrange an appointment to show you around the school. All admission applications for a Reception place are now made on-line. You will receive details in the post from Somerset County Council explaining how to apply for a school place. The school has an admission number of 7 in each year group, however year groups do vary in size. Our school follows the [Somerset Fair Access Protocol for admissions](#).

Admission to Reception:

At the beginning of the academic year Reception children attend school on a part-time basis for a few weeks before starting full-time. This induction period is essential in helping children to settle in to school and enables them to feel confident and familiar with their new environment. Pupils start in the Reception class at the beginning of the academic year in which they have their 5th birthday. Places are allocated and parents are informed of the outcome of applications in March. There is then a period for parents to appeal against any decisions made, should they not be offered a place at the school.

Admissions to other year groups

Parents should contact the school directly to find out if there is a place available. Application forms can be obtained from the school office for in-year applications. Please arrange an appointment to visit the school prior to applying for a place.

Waiting list

The local authority now operates a waiting list for school applications. Where an application has been refused in any year group, the child will be placed on a waiting list. This will be kept strictly in order of over-subscription criteria by the Local Authority, as the Admission Authority, and the child will remain on the waiting list until the end of the academic year in which the application was refused. Parents are responsible for informing the Admission Authority of any changes in their circumstances which could affect their place on the waiting list.