



**Crawford Village**  
Primary School & Nursery

*Small enough to care...big enough to inspire*

# Admissions Policy

## Policy for Admission into Reception

The statutory admission number for Crawford Village Primary School is 10.

In line with local authority guidelines, parents are asked to express preferences online for three primary schools. Further information regarding this process can be found at:

<http://www.lancashire.gov.uk/children-education-families/schools/apply-for-a-school-place/apply-for-a-primary-school-place.aspx>

Applications for a place at Crawford Village must be made online via the link:

<https://lccsecure.lancashire.gov.uk/education/data/e-admissions/>

In primary schools, an equal preference scheme is followed to comply with the Schools Admission Code, whereby three parental preferences will be considered equally against the following admissions criteria.

1. Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note (x) below), then
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned (see note (i) below), then
3. Children with older brothers and sisters attending the school when the younger child will start, (see note (iii) below), then
4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority, (see note (v) below).

In the event of oversubscription, the above criteria will be applied in priority order.

### Notes

(i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without an EHC Plan/Statement who have special needs. Parents are responsible for providing the professional supporting evidence with the application by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional.

(ii) As required by law, all children with a Statement of Special Educational Needs/Education, Health and Care Plan naming a school will be admitted before the application of the over-subscription criteria. Children who have a Statement for Special Needs/EHC Plan will have their applications considered separately.

(iii) Brothers and sisters includes full brothers and sisters, step children, half brothers and sisters, fostered and adopted children living with the same family at the same address; and full brothers and sisters living at different addresses.

(iv) The distance criterion will be used as the tie breaker if there is oversubscription within any of the admission criteria; it is a straight line (radial) measure.

If the Local Authority is unable to distinguish between applicants using the published criteria (eg. Siblings, those living the same distance from home to school, or families residing in the same block of flats) places will be offered via a random draw.

The distance measure is a straight line measurement (radial) between the applicant's home address points and the address point of the school (co-ordinates provided by ordnance survey data).

(v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residency may be requested at any time throughout the admissions process, (including after a child has accessed a school place).

## Policy for Admission into Nursery

Children can start Nursery the term that starts after their third birthday. For some children this means that they could spend five terms in Nursery until they start Reception and for others, it is a maximum of three. We also accept children aged 2 if their birthday falls within the term they start the Nursery - **all 2-year-old places will be considered on an individual basis.**

The admission number for our Nursery Class is 12 and parental preferences will be considered equally against the following admissions criteria:

1. Children in public care (looked after children) or those children at risk of becoming looked after.
2. Children with Education, Health and Care Plans (EHCPs) and those with exceptional/strong SEN reasons for attending a particular school.
3. Exceptional/strong medical, social, welfare reasons (associated with the child and/or the family) for attending a particular school.
4. Children who will start Reception class in September of the following academic year.
5. Children who will have a sibling in attendance at the time of their admission.
6. Those living nearest the school.

### Notes

1. In relation to (1), (2), (3) and (6), parents may be asked to provide the necessary evidence and contact names/email/telephone numbers with their application.

- II. For criteria (5), siblings are defined as brothers, sisters, stepbrothers, stepsisters, half-brothers, half-sisters, adopted and fostered children living with the same family at the same address.
- III. In relation to (6), measures will be in a straight line (centre of building to centre of building).
- IV. Criteria (6) will be used as a tie-break should there be oversubscription within any of the stated admission criteria (e.g. twins or same block of flats).

Parents may apply for a place in our Nursery class using the Nursery Application Form available from school (or online via the school website). Applications close at the same time as Primary Admissions (usually mid-January) and parents will be notified mid-April. In-year places can be allocated at any time if there are sufficient places available once the April offers have been issued.

Reviewed: 09/19; 09/20; 09/21; 09/22; 09/23

Next review: 09/24