

	<p><b>The Duston School</b> <b>Policy</b></p>	
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<b>Policy Title</b>	Admissions Policy – Primary Phase	<b>Version No</b>	4
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<b>Rationale</b>	<p>The Duston School is a 4-19 co-educational, all-through school.</p> <p>The main principle of admission to The Duston School is to maintain the character of the school as an all-through school, providing for the needs of the young persons within 4-19 age range, who live in Duston and the surrounding areas defined below. The admissions policies for the Primary phase and Secondary phase are the same. There is a separate admissions policy for the Sixth Form students.</p> <p>Admission to our school is not dependant on any “voluntary” contribution.</p> <p>Students will be admitted at the age of 4+ without reference to ability or aptitude using the criteria below. The admission number (PAN) for September 2018 in the Primary School will be Reception (60), Year 1 (60), year 2 (60), Year 3 (60) and year 4 (30).</p> <p>We are responsible for our own Admissions. The school participates in the Local Authority coordinated scheme and all deadlines within that should be adhered to by applicants.</p> <p>As required by the regulations of 2005, within the oversubscription criteria, the school will give top priority to applications on behalf of children in public care (Children in Care).</p> <p><b><u>Oversubscription Criteria (Primary Phase)</u></b></p> <p>Places will be allocated to pupils who have a statement of SEN or EHCP that names the school as appropriate provision. When there are more applications for places than there are places available, priority will be given in the following order:</p> <ol style="list-style-type: none"> <li>1. Children in public care (looked after children) or previously in public care.*</li> <li>2. Children of a member of staff; <i>Children of a member of staff defined in accordance to the School Admissions Code 1.39</i></li> </ol> <p>We will give priority to children of staff in either or both of the following circumstances:</p> <ol style="list-style-type: none"> <li>a) Where the member of staff has been employed at the school for two or more years at the time at which the application for the admission to the school is made, and/or</li> <li>b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage</li> </ol> <ol style="list-style-type: none"> <li>3. Pupils with an older brother or sister at The Duston School at the time of submitting an application for the younger child</li> <li>4. Pupils who live in the area defined as NN5 4 and NN5 6.</li> <li>5. Pupils who live in the area defined as NN5 5, NN5 7 and NN5 9.</li> <li>6. Other pupils</li> </ol> <p>If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.</p>
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## The Duston School – Policy Document

<b>Policy Statement</b>	<p>The Governing Body will ensure that:</p> <ul style="list-style-type: none"> <li>• The admission arrangements are reviewed annually, and consultation takes place on changes with all other admission authorities and the LA.</li> <li>• The admission arrangements are made available to parents and potential parents.</li> <li>• Pupils are admitted in accordance with this policy.</li> <li>• Where places are available, pupils are admitted in accordance with the agreed priorities</li> </ul> <p>The number of pupils on roll and reasons for unsuccessful appeals will be reported to the governing body each term with advice on any implications.</p>
	<p><b>Ethos</b></p> <p>The ethos of this school can be summed up the Academy motto “Ipsa Scienta potestas est – Knowledge itself is power”. We regard good behaviour, loyalty to and respect for others, endeavour, team work and commitment as important attributes and expect our students to pursue excellence in all they undertake. We ask all parents applying for a place here to respect this ethos and its importance to the school community.</p> <p>As a school we aim to:</p> <ol style="list-style-type: none"> <li>1. Raise standards for all learners</li> <li>2. Raise aspirations for the whole community at The Duston School as a school, local and even national level.</li> <li>3. Embrace the learner from 4-19 and beyond, in particular, in supporting all learners to develop Business and Entrepreneurial skills</li> <li>4. Improve the profile of the school</li> </ol> <p><b>Waiting Lists</b></p> <p>Under the co-ordinated scheme The Duston School will maintain a waiting list until the end of the Autumn Term. The school will continue to maintain a waiting list for subsequent terms. Applications for inclusion on a waiting list must be made on the school’s appropriate form and they will be ranked according to our oversubscription criteria as described above. We have to admit any student who is the subject of a ‘direction’ by the LA or allocated to us according to the local Fair Access protocol and any such students take precedence over the waiting list.</p> <p>We also maintain waiting lists for all ‘full’ year groups.</p> <p><b>In Year Admissions</b></p> <p>Admissions for all other year groups will be dealt with in accordance with this policy. The Duston School will administer a co-ordinated scheme and applications should be made direct to the LA on the approved form and also via The Duston School.</p> <p><b>Appeals</b></p> <p>If you are not offered a place at our school you have the right to appeal to an independent panel.</p>
<b>Definitions</b>	<p>A list of all definitions can be found in the County Council Prospectus “Applying For A School Placement in Northamptonshire”</p>

<b>Staff responsible</b>	NAD / AZ		
<b>Date approved by GB:</b>	July 2018	<b>Review Date</b>	July 2019