



Orleton CE Primary School

ADMISSIONS FREQUENTLY ASKED QUESTIONS

These FAQs will be reviewed and updated by the Governing Body at least annually.

Date signed off by Full Governing Body:

Signed Adam Breakwell, Headteacher

Camilla Argyle, Chair of Governors

Date next review due:

FREQUENTLY-ASKED QUESTIONS

When should I apply for my child's school place?

Parents/carers must submit an application for a school place [here](#) (or by requesting a paper application form at 01432 260926) by 15 January in the year before the year in which the child turns 5 years old. This means for example that if your child's fifth birthday is 31 March 2023 then you have to apply by 15 January 2022.

The legal requirement is for every child to be at school no later than the term which immediately follows their fifth birthday. However, the normal practice is for children to start school in the September before their fifth birthday. This class is called 'Reception', and the Reception class teacher is happy to discuss each child's particular needs. Even if you do not wish your child to start at the beginning of the school year during which they will turn 5 years old, you still need to apply for a place at the same time as everyone else (i.e. by 15 January before the school year in which your child turns 5). You can request your child's later start date when you apply.

School places are offered on 'National Offer Day' which is 16 April for primary schools (or the first working day after 16 April).

Does my child automatically have a place at my catchment school?

No. Children are not automatically enrolled at any school, and it is the parents'/carers' responsibility to complete an application with your Local Authority [here](#). Many children come from outside catchment, and in the last ten years we have always been able to accommodate this. In the first instance, please give us a call and come and have a look at the school.

You can see the schools' catchment areas [here](#), but parents are free to choose any three schools (by order of preference). The catchment area for Orleton CE Primary School forms a 'U' shape around the A49 south of Ludlow and includes the villages of Orleton, some of Richard's Castle, Brimfield, Stony Cross, Little Hereford and Middleton, as well as Climbing Jack Common.

Orleton is C of E. Do I have to go to church for my child(ren) to get a place?

No. We welcome children from any (or no) faith background, within the constraints of our published admission number (PAN) and class sizes, and are committed to providing a safe and stable learning environment in which every child can grow and flourish. We have good links with our local parish churches and a Christian ethos which is rooted in 1 Corinthians 16:13-14: 'Keep alert, stand firm in your faith, be courageous, be strong; let all that you do be done in love'.

What do I do if my child is not awarded my first choice of school?

You may add your child's name to the waiting list, which stays open for the first term of every school year. Any vacancies will be allocated according to the over-subscription criteria (see paragraph 2.1 of the Admissions policy), and your child may take up a place which is offered whether or not they have already started at another school. You may also appeal the decision.

How can I appeal a decision not to offer my child a place at my first choice of school?

When you receive a letter from your Local Authority telling you which school your child has been admitted to, you will be told how to appeal the decision and you will be given 20 school days during which to appeal. We will then give you a deadline for submitting information and evidence to support your appeal and will invite you to a hearing at which an independent panel of 3 people will listen to the reasons why you feel that your child should be admitted to the school.

The appeal must comply with the [School Admission Appeals Code](#) (and any temporary measures in place at the time of the appeal). You may not complain about the decision of the appeals panel, but if you have a complaint about the appeals process you may write to the [Local Government Ombudsman](#).

How can I find out more about the admissions policy?

Orleton follows the Local Authority's admissions policy, which can be found [here](#).