



RUSHBURY C.E. (VC) PRIMARY SCHOOL

Admissions Policy

Admissions

The admissions policy is determined by Shropshire Council, which is the admissions Authority for all Community and Voluntary Controlled schools in Shropshire. The Council's Admissions Team operates the admissions process and all enquiries regarding Admissions should be addressed to them.

They produce a booklet for Parents "Guide to Education in Shropshire" each year with up to date information about schools and a full explanation of the admissions processes. The booklets are available in school or from the Admissions Team or can be accessed on the Shropshire website www.shropshire.gov.uk

School admissions:

school-admissions@shropshire.gov.uk

0345 6789008

Shropshire Council

Shirehall

Abbey Foregate

Shrewsbury

SY2 6ND

Catchment areas for schools can be viewed on Shropmap which can be found on the above website address.

Before making decisions on which schools to apply for, Parents/Carers and their children are invited to visit the school. Please make an appointment first.

Applications

Parents/Carers of pre-Reception age are required in the autumn term prior to the school year of transfer to complete a Shropshire application form online through the Shropshire Council website. Paper forms are available by contacting the Shropshire Council Admissions team directly. Where there are more applications than there are places available, allocations will be made in accordance with the oversubscription criteria. Full details of these criteria are given in the Parent's Guide booklet. In general terms, they are based upon the following (in order):

Looked After Children (that is, children in public care)

Residence in catchment area

Sibling connection

Proximity of home address to school

Children who have a Statement of Special Educational Needs which names this school as the appropriate school to meet those needs will be offered a place.

Where applications are not successful, parents/carers may wish to put their names on a waiting list or appeal against the decision. The Admissions Team will be able to advise on these matters. Members of the school staff and Governors are legally not allowed to write a letter of support for applicants. Nor is the school allowed to give any guarantee that a place will be offered at the school.

Mid-Term or In-Year Admissions

If you want your child/children to join our school mid way through the year please contact us and we can advise you on the number of places available in the year groups. Applications, will need to be made on a Mid-term Application Form through the Council's Admissions Team (see contact details above), as other applicants may want that same place. When this occurs the same published criteria will be applied to determine priority for that place. If there are no places available the Admissions Team will be able to inform you of the Appeals process.