



# POWELL CORDEROY SCHOOL

## ADMISSIONS POLICY

---

Last reviewed: March 2016

Due for review: Spring 2017

Owner: Headteacher

Reviewed by: Full Governing Body

Review Status: Annual

---

The main school will admit up to 30 children per year.

1. All Surrey schools will operate an Equal Preference System. Parents will be given the opportunity to state 3 ranked school preferences.
2. The admission arrangements will be as follows:
  - a. **First priority: looked after children**  
Children who are registered as being in the care of a Local Authority (LA) (for example, fostered or living in a children's home).
  - b. **Second priority: exceptional arrangements**  
Occasionally there will be a very small number of children for whom exceptional arrangements will apply. Evidence from a consultant doctor will be required for medical cases or documented evidence from any support services involved for other sensitive family circumstances will be required. These exceptional arrangements may override other admissions priorities and the LA may apply them when they first offer places. The LA may also ask the school to admit over their Published Admission Number at other times under this category.
  - c. **Third priority: brothers and sisters (siblings)**  
After 'exceptional arrangements', places are then offered to siblings. A sibling is a child who will have an older brother or sister still at the school concerned at the time of the younger sibling's admission. So, a younger sibling will be given priority for admission only if the older sibling will still be at the school in September of the younger sibling joining.  
A sibling is a brother or sister (that is, another child of the same parents, whether living at the same address or not), or a half-brother or half sister or a step-brother or step-sister, living at the same address, or foster children living at the same address.
  - d. **Fourth priority: children for whom the school is the nearest to their home**  
Currently the nearest school is defined as the school closest to the home address admitting pupils of the appropriate age-range, as measured by a straight line. The nearest school may be either inside or outside the county boundary.

**e. Fifth priority: any other applicant**

If there is oversubscription in any of the above criteria priority will be given on the basis of nearness to school measured in a straight line from the address point of the pupil's house, as set by Ordnance Survey to the nearest school gate for pupils to use. This is calculated using the Admission and Transport team's Geographical Information System.

If there are two applicants from the same block of flats the applicant with the lowest door number will be given priority.

In the case of multiple births where only one place remains the parents will be asked to decide which child will be offered a place. (The remaining siblings will be placed at the top of the waiting list.)

The governing body reviews this policy annually and considers any amendments in the light of any changes in Surrey County Council's Admissions Policy.

If there is over subscription within any criteria, priority is given according to the distance from the pupil's permanent home address to the school. Distance is measured by a straight line from the address point of the pupil's house, as set by Ordnance Survey to the nearest school gate for pupils to use.