St Peter's CE Primary & Nursery School

Admissions Policy

2026-27

Date	Detail
2018	Original policy approved by Board of Trustees
2019	Reviewed (no amendments made)
2020	Reviewed (no amendments made)
2021	Reviewed (Amendment to criteria made in line with SCC)
2022	Reviewed (no amendments made)
2023	Reviewed (no amendments made)
2024	Reviewed (no amendments made)
2025	Reviewed (no amendments made)

St Peter's CE Primary & Nursery School Admissions Policy 2026-27

Empower Trust schools are academies and therefore an admission authority which allows the Trust Board and governing bodies to determine our own school admissions policy.

Please refer to the individual Admissions Policy on the school website for further clarification.

Admissions to Reception Year

For admissions to Reception Year application must be made through Shropshire Council by 15th January in the academic year prior to which your child is due to start school. All applications received by this date will be considered and parents will be informed by Shropshire Council on 16th April if they have been allocated a place for their child.

Please see the Parents Guide to Education booklet on the website www.shropshire.gov.uk/schooladmissions for further details of the admission arrangements.

Admissions Criteria

Children with a Statement of Special Educational Needs or Education and Health Care Plan which names the Trust school will be allocated places, after which places are allocated up to the Published Admission Number of the Trust school according to an agreed set of criteria in strict order of priority as shown below.

1. 'Looked after children' or children who were previously 'looked after' but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order[1] including those who appear (to Shropshire Local Authority- representing St Peter's CE Primary & Nursery School) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Notes:

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders).

A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014.

Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians)

2 Children living inside the designated catchment area will have priority of admission. If there are not enough places for all the children in the catchment area then the following criteria for admission will apply in order:

2a. Priority will be given to children living within the catchment area who will have an older sibling at the school on the day they are due to start school.

2b. After that, priority will be given to other children who live within the catchment area.

3. If there are spaces still available after the above criteria have been applied, children living outside the designated catchment area will be offered places according to the following criteria:

3a. Children who will have an older sibling at the school on the day they are due to start school.

3b. All other children. Each category will be rank ordered according to the distance from home to school as a straight line measurement.

Notes: A sibling connection is defined as a brother or sister, step-brother or stepsister, half-brother or half-sister, living at the same address as part of the same family unit and of compulsory school age (i.e. 5 – 16 years). Adopted siblings are also included. Older siblings must be attending the school on the date the younger sibling is due to start there. However, cousins or other relatives who take up residence in a home in order to establish an 'in catchment area' address will not be given priority under the sibling criterion.

For admissions purposes all distances are measured as a straight line distance on a computerised mapping system between the home address and the nearest entrance gate of the relevant school by pinpointing their eastings and northings. The shortest distance being given highest priority. Where two addresses are within the same block of flats, the lowest number of flat nearest the ground floor will be deemed to be the nearest in distance.

In the event that two applications are exactly the same after all other criteria have been taken into account a tie breaker will be used. This will be by random allocation and overseen by an independent party not connected with the admissions process.

If unsuccessful on allocation day, Shropshire Council will offer a review when the waiting list will be formed from those parents who advise the Admissions Team that they wish to pursue a place at the school. At the end of the review period, parents who have still not been successful in securing a place have the right to appeal against the decision. Parents may remain on the waiting list from the review period onwards.

For the first term of Reception year, Shropshire Council will continue to maintain a waiting list for unsuccessful applicants. If any vacancies arise, places will be offered to applicants on the waiting list in strict accordance with normal published oversubscription criteria.

Mid-term or In-Year applications

Mid-term applications will be dealt with using the same admissions criteria given above.

To apply for a place other than the start of Reception, parents should apply directly on a mid-term application form available the Shropshire Council website www.shropshire.gov.uk/schooladmissions.

If there is a space in the relevant year group, a place will be granted. If the application is for a place in an over-subscribed year group then the Headteacher will meet with the Leadership Team to consider whether an additional place can be offered above the published admission number. If the Leadership Team decide that the application is exceptional for social or medical reasons, and a place is offered, the Local Governing Body will be informed.

If a place cannot be offered, parents will receive a formal letter and information on how to appeal against the decision from Shropshire Council Admissions Team.

Other than the first term of Reception year, the school will maintain a waiting list for unsuccessful applicants. If any vacancies arise, places will be offered to applicants included on the waiting list in strict accordance with normal published oversubscription criteria.

If a place can be offered the applicant will be expected to take up the place within 6 school weeks or by the start of the next half term, whichever is the earliest date, with the exception of Reception children who have deferred entry until later in the same academic year. If an offer of a place is refused, the name will be removed from the waiting list.

At the end of the first term of the academic year of admission, the waiting list will transfer from Shropshire Council to the school.

All applicants are required to give correct information about the genuine residential address of the child. Where any information regarding a home address is found to be fraudulent or misleading a school place may be withdrawn even if the child has been admitted to the school.

1. *Children will, in exceptional circumstances, be allowed to attend out of cohort. This will include the right to defer until reaching statutory school age, to attend part-time and, in the case of summer born children, the option to request their child starts Reception a year later, a year behind their natural cohort.*