



ST MEWAN CP SCHOOL – An Academy **Admission Arrangements for 2022/2023**

The School

St Mewan CP School is a 4-11 years mixed primary school with an attached Nursery. Attendance at the Nursery does not guarantee admission to the main school. (See oversubscription criteria) We are an inclusive school and welcome all applications. We are happy to arrange a tour of the school with a member of the team who will answer any questions parents or children may have.

The school is an academy and part of Cornwall Education Learning Trust who are the Admissions Authority for the school. The Trust participates fully in Cornwall Council's Co-ordinated Admissions Scheme for starting school and applying for a place during the school year, and the Council's Fair Access Protocol.

The Published Admission Number (PAN) for each individual year group is 60.

Applying for a place

If you are applying for a place in a Reception class commencing September 2022, and live in Cornwall, you should complete Cornwall Council's Common Application Form, available electronically at www.cornwall.gov.uk/admissions. If you need help completing the form, please contact the School Admissions Team 0300 1234 101. Completed forms should be returned to Cornwall Council by the date required on the form.

How places are allocated

If you apply for a place in the school and the number of applications is not greater than 60 then you will be automatically offered a place. However, if this number is exceeded, after the admission of pupils where the school is named in their Education, Health and Care Plan then the criteria below will be applied in the following order of priority:

Oversubscription criteria:

In the event of there being more than 60 applications for places in year Reception for the 2022/23 academic year or more applications than places for any year group during the school year, the following oversubscription criteria will be used to prioritise applications, after the admission of children whose Education, Health and Care Plan that names the school.

1. **Children in care and children who were previously in care** but immediately after being in care became subject to an Adoption, Child Arrangement, or Special Guardianship Order, including those who appear (to the admission authority) to have been in state care outside of England and ceased to be in care as a result of being adopted.



2. **Children with siblings** who will still be attending the school at the time of their admission.
3. **Children who live in the designated area** of the school, or whose parents/carers can provide evidence that they will be living in the designated area of the school by the beginning of the autumn term of the 2022/23 school year. If there are more children in the designated area applying for places than there are places available, priority will be given to those pupils living in St Mewan CP School's own designated area over those living in the shared designated area of St Austell. (See 'Notes and Definitions').
4. **Children with an unequivocal professional recommendation** from a doctor, school medical officer or educational psychologist, that non-placement at St Mewan CP School would not be in the best interest of the child and that placement at the school is essential. Such recommendations must be made in writing and must give full supporting reasons.
5. **Children currently attending St Mewan Nursery for at least one term.**
6. **All other children by distance from the school.**

Notes and definitions

Children in care and children who were previously in care

A 'child in care' is also referred to as a 'looked after child' and 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). A 'Child Arrangement 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. 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).

A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society (see Section 23ZZA(8) of the Children Act 1989 (inserted by Section 4 of the Children and Social Work Act 2017))

For further information see the full [Admissions Code](#).

Siblings

'Siblings' means brothers and sisters. They are defined as children with at least one natural or adoptive parent in common, living at the same or a different address. Children living permanently in the same household at the same address would also be counted as siblings, regardless of their actual relationships to each other.

To qualify as a sibling a child must be on the roll of St Mewan CP School at the date of application, allocation and admission.



Multiple birth siblings

Where applications are received on behalf of twins, triplets, etc. or brothers and sisters whose dates of birth place them in the same chronological year group, every effort will be made to offer multiple places at the school, but an offer cannot be guaranteed.

Designated area

St Mewan CP School uses the designated area set by Cornwall Council to determine priority for admission. Special arrangements apply in some towns in the County, including St Austell, where it has been agreed that a number of primary schools in the same town will be treated as if they have one designated area. This is called a 'shared designated area'. St Mewan CP School is part of the shared designated area but also has its own designated area. Priority is given to children living in the school's own designated area over children living in the shared designated area. This is because those children will have only one designated school as opposed to those living in a shared designated area having several designated schools.

Tie-breaker

If any of the criteria outlined in this document leaves more children with an equal claim than places available, the following tie-breaker will be used:

- Where two or more children fulfil the same criterion, priority will be given to the child who lives nearer to the preferred school.
- Final tie-breaker: Should any children have an equal claim because distances are exactly the same, random allocation will be used to decide on priority.

Distances

Home to school distances used for tie-breaking will be measured by a straight-line measurement as supported by Cornwall Council's nominated Geographical Information System. Measurements will be between your home address using Ordnance Survey's Address Point dataset (usually the centre of the main building of the property) and the main gate of the school (as determined by Cornwall Council).

Home address

Each child may have one registered address only for the purposes of determining priority for admission. This should be the place where the child is normally resident at the point of application or evidence of the address from which a child will attend school, in the form of written confirmation of a house purchase or a formal tenancy agreement. If there is shared residence of the child or a query is raised regarding the validity of an address, the Trust will consider the home address to be with the parents with primary day to day care and control of the child. Residency of a child may also be clarified through a child arrangement order where it is shown who has care of the child. Evidence may be requested to show the address to which Child Benefit is paid and at which doctor's surgery the child is registered with.



It is expected that parents will only submit one application for each child- any disputes in relation to the child's home address should be settled before applying. The Trust will not become involved in any parental disputes, if agreement cannot be obtained before an application is made then parents/carers may need to settle the matter through the courts. Where no agreement is reached or order obtained, the Trust will determine the home address.

Applications for children of Service Families will be processed and places allocated based on the proposed address (with supporting evidence) or, if the family are not able to confirm a proposed address and a unit or quartering address is provided, an allocation will be made on the unit or quartering address.

Late Applications

Late applications are those which are submitted after the closing date of the Local Authority's Co-ordinated Admissions Scheme and they will be dealt with in accordance with that scheme. For further information, please see the council's website.

Waiting lists

If the school is oversubscribed, a waiting list will be held for the whole of the academic year for all year groups and parents/carers can request that their child is added to this list if they are refused a place. The waiting list will be based on the school's oversubscription criteria and a child's place on a waiting list is subject to change according to additional information received about applications or children being added to the list – so their place on the list might move up or down. No priority is given to the length of time that a child has been on the list. Children with an Education, Health and Care Plan and children in care or children that were previously in care will take precedence over those on the waiting list. Children admitted under the Fair Access Protocol will also be given priority over children on the waiting list.

Part-time or deferred entry

Places in Reception will be allocated as full time from September. However, parents/ carer may choose deferred or part time entry to the reception year for the child, bearing in mind that, by law, all children have to be in full-time education by the start of the term following their fifth birthday – when they reach 'compulsory school age'. Parents of summer born children may also seek a place for their child outside their normal age group i.e. entry to a reception a year later than normal, for example if the child may naturally have fallen into a lower age group if it were not for being born prematurely. Parents choosing part-time or deferred entry must contact the school they have been allocated or hope to be allocated to arrange this. Those wishing to delay entry to the reception year or request a place outside the normal year group must contact the School Admissions Team.



Admission of children outside their normal age group

Although most children will be admitted to the school with their own age group, from time to time parents seek places outside their normal age group. For example, if the child is gifted and talented or has experienced problems such as ill health. Those wishing to request placement outside the normal age group should contact the Headteacher. Such requests will be considered on a case by case basis and in the best interests of the child concerned. Guidance can also be found at www.cornwall.gov.uk/admissions.

While it would not normally be appropriate for a child to be placed in a year group that is not concurrent with their chronological age, the school will consider these requests carefully, and will make a decision based on the particular circumstances of each case.

Appeals

Applicants refused a place at the school have the right of appeal and the refusal letter will explain how to do this. For refusals in the normal admission round, parents will have 20 school days after they receive the notification to appeal the decision. Appeals must then be heard within 40 school days of this deadline. Appeals are heard by an independent appeals panel [arranged by Cornwall Council on behalf of the Trust]. Applicants can only appeal again for a place in the same school within the same academic year if the Trust has accepted a further application because there has been a significant and material change in the circumstances of the parent or carer, child or school (e.g. a change of address into a school's designated area), but has determined that the new application must also be refused.

Please be aware that the circumstances in which an appeal might be successful are fairly limited. The school's Local Governing Body recommends that any parent considering an appeal arranges an informal discussion with the Headteacher before proceeding.