

Admissions criteria for Nursery Classes at Cuckoo Hall Primary School

The Governing Body is responsible for the admission of pupils into Nursery classes of Cuckoo Hall Primary School and admits 90 pupils part-time to the Nursery.

If there are fewer applications for a school than there are places available, everyone is offered a place. Governors use the following criteria to decide which children should be offered places when there are more children wanting to go to the school than there are places available.

1. Children in public care ('looked after children') under the provisions Section 22 of the Children Act 1989.
2. Children with a brother or sister, living at the same address, attending the school at the time of admission. Long term foster children will be accepted as siblings of the foster carers own children and other children in foster care at the same address. The children concerned must be living at the same address and evidence may be required to verify the sibling link.
3. Children of twin/multiple births living at the same address if they were to be admitted under category 4 below upto the agreed admission number.
4. Children living nearest to the school measured as the crow flies, that is, in a straight line from the child's home to the main entrance of the school. (Travel by private car or public transport is not taken into account).

Waiting Lists

For application to Nursery there is no right of appeal to an appeal panel and any complaints over the allocation of places to the Nursery should be addressed initially to the Headteacher. Should the complainant still be unsatisfied with the response received they should then follow the school complaints procedure (a copy of which can be supplied on request from the school office). Unsuccessful candidates will be offered the opportunity to be placed on a waiting list. This waiting list will be maintained by the school in order of the oversubscription criteria set out above and not in the order in which applications are received or added to the list.

Parents/carers will need to confirm termly whether they still wish to remain on the waiting list, and pupils will remain on the waiting list whilst they are of Nursery age.

Application Procedures, Late Applications and Timetable

Application to the Nursery classes at Cuckoo Hall Primary School is not dependent on any ability test and in order to apply for a place at the school a Nursery application form must be completed and returned to Cuckoo Hall Primary School by 31 January 2010. Parents will be advised of the outcome

of their applications in April 2010. Unsuccessful applicants will be given reasons related to the oversubscription criteria listed above.

Late applications will be considered if a vacancy occurs. If no vacancy occurs then the late application will be added to the waiting list.

The admission of pupils with a statement of Special Educational Needs, where LB of Enfield has agreed to name the school on a child's statement (under Section 324 of the 1996 Education Act), is dealt with by a completely separate procedure. This procedure is integral to the making and maintaining of statements by the London Borough of Enfield. Details of this separate procedure are set out in the Special Educational Needs Code of Practice.

Address

The address provided must be the child's permanent address, that is, where the child usually lives. Parents/carers must not use a business address, childminder's or relatives address or any other address other than the child's home. When parents/carers live separately, the application must be based on the address at which the child usually lives and as given on the Child Benefit documentation from HMRC.

After an offer has been made of a place at the school, Cuckoo Hall require 2 proofs of residence of the permanent home of the child to confirm the place. One of these normally must be a notification of Child Benefit from HMRC with the other being a council tax document, child's medical card, a gas or electricity bill. Confirmation of date of birth of the child will also be required.

If a child has been allocated a place and the parents/carers move before the child's admission, the application for the place may be reconsidered. This may result in the offer of a place being withdrawn if, for example, the address is further away

Siblings

A sibling is defined as a full brother or sister, a step/half brother or sister living at the same address, a child who is living as part of the family by reason of a court order or a child who has been placed with foster carers as a result of a being looked after by a local authority.

Note

Unfortunately it appears that there have been some cases where parents have been tempted to supply false or inappropriate information to try and get a place at a particular school, for example by giving the address of a relative instead of the home address. Information supplied by parents/carers is checked. If it is found that false information has been provided and a place has been obtained because of this, the place offered is likely to be withdrawn.

Admissions criteria for Primary classes at Cuckoo Hall Primary School

The Governing Body is responsible for the admission of pupils into Cuckoo Hall Primary School and admits 90 pupils full-time to the Reception year. The law states that each reception, year 1 or year 2 class must have no more than 30 children with a qualified teacher. The admission numbers for Cuckoo Hall takes this into account.

If there are fewer applications for a school than there are places available, everyone is offered a place. Governors use the following criteria to decide which children should be offered places when there are more children wanting to go to the school than there are places available.

1. Children in public care ('looked after children') under the provisions of Section 22 of the Children Act 1989.
2. Children with a brother or sister, living at the same address, attending the school in reception or years 1 to 6 at the time of admission. Long term foster children will be accepted as siblings of the foster carers own children and other children in foster care at the same address. The children concerned must be living at the same address and evidence may be required to verify the sibling link.
3. Children who attended the Nursery class at Cuckoo Hall Primary at the time of application and remain in the Nursery class until their admittance to a Cuckoo Hall Primary school reception class.
4. Children of twin/multiple births living at the same address if they were to be admitted under category 5 below upto the agreed admission number.
5. Children living nearest to the school measured as the crow flies, that is, in a straight line from the child's home to the main entrance of the school. (Travel by private car or public transport is not taken into account).

Please note that attendance in the Nursery classes at Cuckoo Hall Primary does not guarantee admission to the school for primary admission and that a separate application must be made for transfer from Nursery to Primary School.

Waiting Lists

In addition to the right of appeal, unsuccessful candidates will be offered the opportunity to be placed on a waiting list. This waiting list will be maintained by the school in order of the oversubscription criteria set out above and not in the order in which applications are received or added to the list. Applications for in-year admissions will be managed by the London Borough of Enfield under their in-year application procedures.

Pupils who are the subject of a direction by London Borough of Enfield or who are allocated to the School in accordance with the 'In-Year Fair Access Protocol', will take precedence over those on a waiting list.

Parents/carers will need to confirm termly whether they still wish to remain on the waiting list, but otherwise will remain on the waiting list while their child is still eligible to attend the school.

Application Procedures, Late Applications and Timetable

Application to Cuckoo Hall Primary School is not dependent on any ability test and in order to apply for a place at the school a standard LA application form must be completed and returned to Enfield Schools Admission Service by 31 January 2010. Parents will be advised of the outcome of their applications in April 2010. Unsuccessful applicants will be given reasons related to the oversubscription criteria listed above and advised of their right of appeal to the independent appeals panel.

Late applications will be considered if a vacancy occurs. If no vacancy occurs then the late application will be added to the waiting list. In year applications will be managed by the London Borough of Enfield under their in-year application procedures.

The admission of pupils with a statement of Special Educational Needs, where LB of Enfield has agreed to name the school on a child's statement (under Section 324 of the 1996 Education Act), is dealt with by a completely separate procedure. This procedure is integral to the making and maintaining of statements by the London Borough of Enfield. Details of this separate procedure are set out in the Special Educational Needs Code of Practice.

Address

The address provided must be the child's permanent address, that is, where the child usually lives. Parents/carers must not use a business address, childminder's or relatives address or any other address other than the child's home. When parents/carers live separately, the application must be based on the address at which the child usually lives and as given on the Child Benefit documentation from HMRC.

After an offer has been made of a place at the school, Cuckoo Hall require 2 proofs of residence of the permanent home of the child to confirm the place. One of these normally must be a notification of Child Benefit from HMRC with the other being a council tax document, child's medical card, a gas or electricity bill. Confirmation of date of birth of the child will also be required.

If a child has been allocated a place and the parents/carers move before the child's admission, the application for the place may be reconsidered. This may result in the offer of a place being withdrawn if, for example, the address is further away

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court order or a child who has been placed with foster carers as a result of a being looked after by a local authority.

Note

Unfortunately it appears that there have been some cases where parents have been tempted to supply false or inappropriate information to try and get a place at a particular school, for example by giving the address of a relative instead of the home address. Information supplied by parents/carers is checked. If it is found that false information has been provided and a place has been obtained because of this, the place offered is likely to be withdrawn. Parents/carers will still have the right of appeal if the place is withdrawn.