



**ASHURST CE AIDED PRIMARY SCHOOL  
GOVERNORS' ADMISSIONS POLICY  
FROM JULY 2021**



We welcome all applications to Ashurst C of E Aided Primary School, but in the event of over subscription the criterion order is as follows: -

1a A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order \*, including those who appear [to the admission authority] to have been in state care outside England and ceased to be in state care as a result of being adopted. 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 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or guardians).*

1b Children with a statement of special educational needs (SEN) or an education, health and care plan (EHCP) that names the school will be allocated a place before other children are considered. In this way, the number of places available will be reduced by the number of children with an EHCP that have named the school. This is in accordance with requirements set out in section 324 Education Act 1996 and section 43 Children and Families Act 2014.

2. Children of UK Service Personnel and Crown Servants will be allocated a place in advance of the family living in the area (as long as one is available), provided the application is accompanied by an official letter that declares a relocation date. Applicants will not be refused a place solely because the family do not yet have an intended address, or do not yet live in the area. The Unit or quartering address will be used as the child/ren's home address where a parent requests this.

3 Children who will have a brother or sister in the school at the time of admission.

4 Children of parents who reside within the West Sussex County Council boundaries of Ashurst and whose parents are regular\* attendants at divine worship in a church as defined below.

5 Children of parents who reside within the West Sussex County Council boundaries of Ashurst.

6 Children of parents who do not reside within the West Sussex County Council boundaries of Ashurst and who are regular\* attendants at divine worship in a church as defined below.

7 Other children.

**In Year Admissions:**

If your child needs to move from another school within the school year, you will need to apply for an in-year admission. You can apply for an in-year admission at any time of the year.

Applications need to be made through [www.westsussex.gov.uk/admissions](http://www.westsussex.gov.uk/admissions)

If you do not have access to the internet, please call: 03330 142 903

In addition, any parent wishing to apply for a place in any year group at Ashurst CE Aided Primary School, Ashurst, should complete and return a supplementary information sheet and return to Ashurst CE Aided Primary School

School Lane

Ashurst

Nr Steyning

West Sussex BN17 3AY

**NOTE:**

The school's admissions limit for each year group is eight.

When deciding between applicants who have equal entitlement under the above criteria, priority will be given to those children who live nearest to the school according to distance travelled by public highway.

\* Regular is defined as attendance at a Sunday service once a month, **over a period of one year prior to formal application**. In the event of parents taking up residence in Ashurst Parish within the one year qualifying period, the Governors will accept a reference from the Parish Priest where the parents were formerly resident.

~ Reference to parents includes: legal guardians, either or both parents, or a sole parent.

**Admission Appeal:**

When an application for a school place is refused because the school is oversubscribed, Parents have the right of appeal to an independent admissions appeal panel, under the provisions of the Education Act 2002. Parents wishing to appeal can access an online appeal form and details of the appeals process at:-

[www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/school-places/school-appeals/](http://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/school-places/school-appeals/)